

V5 Verification Worksheet 2024–2025

**NEW YORK INSTITUTE
OF TECHNOLOGY**

Your 2024–2025 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. In this process, New York Institute of Technology's Office of Financial Aid will be comparing information from your FAFSA with copies of your (and, if applicable, your spouse's or parents') tax information as provided by the IRS. The law states that we have the right to ask you for this information before awarding federal aid (CFR 668.51). If there are differences between your FAFSA data and other requested documents, you or New York Institute of Technology may need to make corrections.

1. Please complete, sign, and return this worksheet, along with any other documentation requested by the Office of Financial Aid.
2. As part of federal student aid eligibility, students, spouses (if applicable), and parents will be required to consent and approve sharing and importing income and tax information from the IRS to the FAFSA form, even if the attempt to obtain or use such data is ineffective. In most cases, no further documentation is needed to verify 2022 income information that was transferred into the student's FAFSA using income and tax information directly from the IRS. If the 2022 income tax return information for the student, spouse (if applicable), and parent was not available or could not be used, you must submit a Tax Return Transcript or a signed copy of the 2022 income tax return and applicable schedules, and all W-2 forms associated with this information.
3. Please submit the transcript to New York Tech's Office of Financial Aid with your full name and student ID clearly marked on each page. If the 2022 income tax return information was not or could not be used, and you are unable to obtain a Tax Return Transcript, you may submit a signed copy of the 2022 income tax return and all applicable schedules, and all W-2 forms.

A. STUDENT INFORMATION

Last name	First name
Address	Apt #
City	State
Email	
Student ID	Date of birth
Phone number	Alternate phone number

B. DEPENDENCY AND FAMILY INFORMATION

Check this box if any of the following apply to you:

<input type="checkbox"/> You were born before 1/1/2001.	<input type="checkbox"/> Both of your parents are deceased or you are an orphan or Ward of the Court.
<input type="checkbox"/> You were married when you filed your 2024–2025 FAFSA application.	
<input type="checkbox"/> You will be enrolled in a master's or doctorate program.	<input type="checkbox"/> You are or were an emancipated minor as determined by your state.
<input type="checkbox"/> You are currently on active duty in the U.S. Armed Forces.	<input type="checkbox"/> You are or were in legal guardianship as determined by your state.
<input type="checkbox"/> You are a veteran of the U.S. Armed Forces.	<input type="checkbox"/> You have dependents who live with you and who will receive more than half of their support from you.

Check this box if you were under 21 at any point after 07/01/2023, and you were a youth runaway, an unaccompanied homeless youth, or self-supporting and at risk of being a homeless youth.

If you checked a box above, you are an Independent student. On the following grid, only include yourself.

If you have other people living in your household, then include:

- Yourself, your spouse, and your children (if you will provide more than half of their support from July 1, 2024, through June 30, 2025)
- Other people (if they live with you, you provide more than half of their support, and will continue to provide more than half of their support from July 1, 2024, through June 30, 2025).

If you did not check either box above, you are a Dependent student. On the following grid, include only the people in your parent(s)' household, including:

- Yourself and your parent(s), including stepparents, even if you don't live with your parent(s), and
- Your parent(s)' other children, if they live with your parent(s), if (a) your parent(s) will provide more than half of their support from July 1, 2024, through June 30, 2025, or (b) the children would be required to provide parental information when applying for Federal Student Aid
- Other people if they now live with your parent(s) and your parent(s) provide more than half of their support and will continue to provide more than half of their support from July 1, 2024, through June 30, 2025

Student ID number _____

Full name	Age	Relationship
		Self

If you need additional space please attach a separate sheet of paper.

C. TAX FORMS AND INCOME INFORMATION

DEPENDENT STUDENTS	INDEPENDENT STUDENTS
Check the box of those who filed taxes in 2022	Check the box of those who filed taxes in 2022
<input type="radio"/> Student <input type="radio"/> Your Parent(s)	<input type="radio"/> Student <input type="radio"/> Your Spouse
<input type="radio"/> Student Used Direct Data Exchange on FAFSA	<input type="radio"/> Student Used Direct Data Exchange on FAFSA
<input type="radio"/> Parent Used Direct Data Exchange on FAFSA	<input type="radio"/> Spouse Used Direct Data Exchange on FAFSA

Please submit the W-2 forms associated with this information.

Name of employer	Student amount earned in 2022	Parent(s)/spouse amount earned in 2022

D. TAX FORM NON-FILERS AND INCOME INFORMATION

If you DID NOT FILE and are not required to file a 2022 tax return, list your employer(s) and any income received in 2022 below. Confirmation of non-filing from the IRS dated on or after October 1, 2023 may be asked of you if you did not work and were not required to file a 2022 tax return. The only way to get this letter is to complete Form 4506-T, available at www.irs.gov/pub/irs-pdf/f4506t.pdf for each person, then fax or mail it to the IRS (please see Form 4506-T for mailing address and fax number). Once you receive the "Verification of Non-filing" letter back from the IRS, please submit it to New York Tech's Office of Financial Aid. If you are unable to secure this letter through the IRS, please submit the Verification of Non-Filing Form.

DEPENDENT STUDENTS	INDEPENDENT STUDENTS
Check the box of those who did not file and were not required to file taxes in 2022:	Check the box of those who did not file and were not required to file taxes in 2022:
<input type="radio"/> Student <input type="radio"/> Your Parent(s)	<input type="radio"/> Student

Please submit the W-2 forms associated with this information.

Name of employer	Student amount earned in 2022	Parent(s)/spouse amount earned in 2022

If you have or will file a tax extension, you must submit IRS Form 4868 along with all W-2 forms or a signed statement verifying AGI and tax paid if you are self-employed. Tax filers who filed an income tax return with a taxing authority in a U.S. territory or commonwealth, or with a foreign central government, must submit a copy of a transcript of their tax information.

E. DOCUMENTATION OF IDENTITY/STATEMENT OF EDUCATIONAL PURPOSE

In order to complete the verification process, you **must** appear in person at the New York Institute of Technology Office of Financial Aid to verify your identity by presenting a valid, unexpired government issued photo identification (ID), such as, but not limited to, a driver's license, other state-issued ID, or passport. New York Tech will maintain a copy of your ID that is annotated with the date it was received and the name of the official at New York Tech authorized to collect your ID.

In addition, you must sign the following in the presence of the New York Tech official.

STATEMENT OF EDUCATIONAL PURPOSE

I certify that I, _____ (*print student's name*), am the individual signing this Statement of Educational Purpose and that the federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending New York Institute of Technology for 2024–2025.

Student's signature

Date

Financial aid administrator

Date

Student ID number

NOTE: If you cannot appear in person to complete Section E, you must submit an original notarized Statement of Educational Purpose Form by postal mail along with a photocopy of your government issued photo ID. ELECTRONIC SUBMISSIONS WILL NOT BE ACCEPTED.

F. SIGNATURES

Each person signing below certifies that all of the information reported is complete and correct. The student and (if dependent) one parent whose information was reported on the FAFSA must sign and date. **WARNING: If you purposely give false or misleading information you may be fined, be sentenced to jail, or both.**

Student's signature

Date

MM/DD/YYYY

Parent's signature

Date

MM/DD/YYYY

FOR INTERNAL USE ONLY

Government ID presented

Date

MM/DD/YYYY

Original ID Reviewed by (FAA)

Expiration date

MM/DD/YYYY

PLEASE RETURN THIS FORM TO THE OFFICE OF FINANCIAL AID

Long Island Campus

Northern Boulevard, P.O. Box 8000

Old Westbury, N.Y. 11568-8000

Phone: 516.686.7680 **Fax:** 516.686.7997**New York City Campus**

16 West 61st Street

New York, N.Y. 10023-7692

Phone: 212.261.1590 **Fax:** 212.261.1501

Email: finaid@nyit.edu **Financial Aid Secure Submission Form:** nyit.edu/finaidsecureid
