

C. Independent Student’s Income Information to Be Verified

1. **Tax Return Filers Instructions:** The instructions and certifications below apply to the student and spouse, if the student is married. Complete this section if the student and spouse filed or will file a 2024 IRS income tax return(s). *The best way to verify income is by using the IRS Data Retrieval Tool (IRS DRT) that is part of FAFSA on the Web at [FAFSA.gov](https://fafsa.gov).* In most cases, no further documentation is needed to verify 2024 income information that was transferred into the student’s FAFSA using the IRS DRT if that information was not changed by the FAFSA filer.

Check the box that applies:

- The student has used the IRS DRT in *FAFSA on the Web* to transfer 2024 IRS income tax return information into the student’s FAFSA.
- The student is unable or chooses not to use the IRS DRT in *FAFSA on the Web*, and instead will provide the school with a **2024 IRS Tax Return Transcript(s) OR a signed copy of their 2024 Income Tax Return(s)**.
- _____ Check here if a **2024 IRS Tax Return Transcript(s) OR signed 2024 Income Tax Return(s)** is provided.
- _____ Check here if a **2024 IRS Tax Return Transcript(s) OR signed 2024 Income Tax Return(s)** will be provided later. **Verification cannot be completed until the IRS tax return transcript(s) has been submitted to your school.**

2. **Non- filers Instructions:** The instructions and certifications below apply to the student and spouse, if the student is married. Complete this section if the student and spouse will not file and **are not required** to file a 2024 income tax return with the IRS.

Check the box that applies:

- The student and/or spouse were not employed and had no income earned from work in 2024. **The student and/or spouse will obtain and submit a 2024 IRS Verification of Non-filing letter to the financial aid office.**
- The student and/or spouse were employed in 2024 and have listed below the names of all employers, the amount earned from each employer in 2024, and whether an IRS W-2 form is provided. [Provide copies of all 2024 IRS W-2 forms issued to the student and spouse by their employers]. List every employer even if the employer did not issue an IRS W-2 form. **The student and/or spouse will obtain and submit a 2024 IRS Verification of Non-filing letter to the financial aid office.**

Employer’s Name	IRS W-2 Provided?	Annual Amount Earned in 2024
<i>(Example) ABC’s Auto Body Shop</i>	<i>Yes</i>	<i>\$4,500.00</i>
Total Amount of Income Earned from Work		\$

D. Certification and Signature

I certify that all of the information reported on this worksheet is complete and correct. The student must sign this worksheet. If married, the spouse’s signature is optional.

WARNING: If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.

Student’s Signature

Date

Spouse’s Signature (Optional)

Date

Submit this worksheet to:

Florida Gateway College Office of Financial Aid 149 SE College Place Lake City, FL 32026 FAX: 386-754-4529

You should make a copy of this worksheet for your records.