

2025 – 2026 Verification Status 5 Dependent Worksheet

A. Student's Information

First Name _____ M.I. _____ Last Name _____ Student ID Number _____
Address (include Apt. #) _____
City _____ State _____ Zip Code _____
Primary Phone # _____ Secondary Phone # _____
Personal Email _____ Date of Birth _____

B. Number of Household Members and Number in College

Family Size and Number in College:

List below the people in the **student's' household**. Include:

- The student.
- The parent(s) and/or stepparent (if married) even if the student does not live with the parents.
- The parent(s) and/or stepparent (if married) children if the parent(s) will provide more than half of the children's support from **July 1, 2025**, through **June 30, 2026**, or if the other children would be required to provide parental information if they were completing a FAFSA for **2025–2026**. Include children who meet either of these standards, even if a child does not live with the contributor's parents.
- Other people who now live in the household provide more than half of the support and will continue to provide more than half of the support through June 30, 2026.

NUMBER IN COLLEGE

Number in College: Include in the space below information about any household member, excluding the contributors, who is, or will be, enrolled **at least half time** in a degree, diploma, or certificate program at an eligible postsecondary educational institution any time between **July 1, 2025**, and **June 30, 2026**, and include the name of the college.

Full Name	Age	Relationship	College	Will be Enrolled at Least Half Time (Yes or No)
1	1	<i>Self</i>	<i>Del Mar College</i>	<i>1</i>
2	2	2	2	2
3	3	3	3	3
4	4	4	4	4
5	5	5	5	5
6	6	6	6	6
7	7	7	7	7
8	8	8	8	8

Note: We may require additional documentation if we have reason to believe that the information regarding the household members enrolled in eligible postsecondary educational institutions is inaccurate.

Student Name: _____ Student ID #: _____

C. Verification of Student Tax Filers Statement

Complete this section if the student filed or will file a 2023 IRS income tax return(s). The best way to verify income and determine aid eligibility on the FAFSA form is by providing consent and approval to transfer 2023 federal tax information.

Check the box that applies:

- ☐ The student **did provide consent and approval** to transfer **2023** federal tax information on the FAFSA application.
- ☐ The student **did not provide consent and approval** to transfer **2023** federal tax information on the FAFSA application. If the 2023 income tax information for the student were not available or could not be used, please provide Del Mar College Financial Aid Office with a 2023 IRS Tax Return Transcript(s) or a **signed** copy of the **2023** income tax return and applicable schedules.

D. Verification of Student Nontax Filers Statement

Complete this section if the student **will not file and is not required** to file a 2023 income tax return with the

IRS. Check the box that applies:

- ☐ The student was not employed and had no income earned from work in 2023.
- ☐ The student was employed in 2023 and have listed below the names of all employers, the amount earned from each employer in 2023, and whether an IRS W-2 form or an equivalent document is provided. It is **MANDATORY** to provide copies of all 2023 IRS W-2 forms issued to the student by their employers. List every employer, even if the employer did not issue an IRS W-2 form.

If more space is needed, provide a separate page with the student's name and ID number at the top.

Employer's Name	IRS W-2 or an Equivalent Document Provided?	Annual Amount Earned in 2023
1	1	1
2	2	2
3	3	3
4	4	4
5	5	5

E. Verification of Contributor's Tax Filing Statement

Complete this section if the parent(s) and/or stepparent (if married) **filed** or **will file** a **2023** IRS income tax return(s). The best way to verify income and determine aid eligibility on the FAFSA form is by providing consent and approval to transfer 2023 federal tax information.

Important Notes: The instructions below apply to each contributor included in the household. Please notify Del Mar College financial aid office if the contributors filed separate IRS income tax returns for 2023 or had a change in marital status after December 31, 2024. If the contributor filed 'married filing separately,' both contributor's tax return transcript for 2023 will need to be sent to the Office of Financial Aid.

Check the box that applies:

- ☐ The parent(s) and/or stepparent (if married) **did provide consent and approval** to transfer **2023** federal tax information on the FAFSA application.
- ☐ The parent(s) and/or stepparent (if married) **did not provide consent and approval** to transfer **2023** federal tax information on the FAFSA application and instead will provide Del Mar College financial aid office with a signed **2023** IRS Tax Return Transcript(s) and applicable schedules.

F. Verification of Contributor's Nontax Filing Statement

Complete this section if the parent(s) and/or stepparent (if married) **will not file** and are **not required to file** a 2023 income tax return with the IRS. The instructions and certifications below apply to each parent included in the household. .

Check the box that applies:

- ☐ Neither parent(s) and/or stepparent (if married) was employed, and neither had income earned from work in 2023.
- ☐ One or both parent(s) and/or stepparent (if married) were employed in 2023 and have listed below the names of all employers, the amount earned from each employer in 2023, and whether an IRS W-2 form or an equivalent document is provided. It is **MANDATORY** to provide copies of all 2023 IRS W-2 forms issued to the parents by their employers. List every employer even if the employer did not issue an IRS W-2 form.

If more space is needed, provide a separate page with the student’s name and ID number at the top.

Employer’s Name	IRS W-2 or an Equivalent Document Provided?	Annual Amount Earned in 2023
1	1	1
2	2	2
3	3	3
4	4	4
5	5	5

Provide documentation from the IRS or other relevant tax authority dated on or after October 1, 2024 that indicates a 2023 IRS income tax return was not filed with the IRS or other relevant tax authority, or a signed statement certifying that the individual attempted to obtain Verification of Non-filing (VNF) Letter from the IRS or other relevant tax authority and was unable to obtain the required documentation.

- ☐ Check here if the IRS Verification of Non-filing (VNF) Letter or a signed statement **is provided**.
- ☐ Check here if the IRS Verification of Non-filing (VNF) Letter or a signed statement **will be provided later**.

Student Name: _____ Student ID #: _____

G. Verification of Income for Individuals with Unusual Circumstances

Instructions: Check the box that applies to the circumstance(s) listed below, if none apply leave blank.

Individuals Who Filed an Amended IRS Income Tax Return

☐

Student

☐

Contributor

An individual who filed an amended IRS income tax return for tax year 2023 must provide a signed copy of the 2023 IRS Form 1040X, "Amended U.S. Individual Income Tax Return," that was filed with the IRS that include the change(s) made by the IRS in addition to one of the following:

- A 2023 IRS Tax Return Transcript that includes all of the income and tax information required to be verified; **or** assigned copy of the 2023 IRS Form 1040 and the applicable schedules that were filed with the IRS.

Individuals Who Were Victims of IRS Tax-Related Identity Theft

☐

Student

☐

Contributor

An individual who was the victim of IRS tax-related identity theft must provide:

- A Tax Return Database View (TRDBV) transcript obtained from the IRS, or if unable to obtain a TRDBV, an equivalent document provided by the IRS or a copy of the signed 2023 income tax return and applicable schedules the individual filed with the IRS; **and**
- A statement signed and dated by the tax filer indicating that he or she was a victim of IRS tax-related identity theft, and that the IRS is aware of the tax-related identity theft.

Individuals Who Filed Non-IRS Income Tax Returns

☐

Student

☐

Contributor

A tax filer who filed an income tax return with a tax authority other than the IRS may provide a signed copy of his or her income tax return that was filed with the relevant tax authority. However, if we question the accuracy of the information on the signed copy of the income tax return, the tax filer must provide us with a copy of the tax account information issued by the relevant tax authority before verification can be completed.

Student Name: _____ Student ID #: _____

H. Certifications and Signatures

Each person signing below certifies that all the information reported is complete and correct. The student and one contributor whose information was reported on the FAFSA must sign and date.

WARNING: If you purposely give false or misleading information, you may be fined, sent to prison, or both.

Student's Signature (Required) _____ Date _____

Contributor's Signature (Required) _____ Date _____

How to Obtain an IRS Tax Return Transcript, Verification of Non-filing (VNF) Letter, or Wage & Income Statement

- **Get Transcript by Mail** – Go to www.irs.gov, click "Get Your Tax Record." Click "Get Transcript by Mail." Make sure to request the "Return Transcript" and **NOT** the "Account Transcript." The transcript is generally received within 10 business days from the IRS's receipt of the online request.
- **Get Transcript Online** – Go to www.irs.gov, click "Get Your Tax Record." Click "Get Transcript Online." Make sure to request the "Return Transcript" and **NOT** the "Account Transcript." To use the Get Transcript Online tool, the user must have (1) access to a valid email address, (2) a text-enabled mobile phone (pay-as-you-go plans cannot be used) in the user's name, and (3) specific financial account numbers (such as a credit card number or an account number for a home mortgage or auto loan). The transcript displays online upon successful completion of the IRS's two-step authentication.
- **Automated Telephone Request** – 1-800-908-9946. The transcript is generally received within 10 business days from the IRS's receipt of the telephone request.
- **Paper Request Form** – IRS Form 4506T-EZ or IRS Form 4506-T. The transcript is generally received within 10 business days from the IRS's receipt of the paper request form.
- **Request an Appointment with a Local IRS Representative** – 1-844-545-5640

555 N. Carancahua St.
Corpus Christi, TX 78401
Monday – Friday 8:30AM - 4:30PM

Del Mar College Financial Aid Services
Email: financialaid@delmar.edu
<http://www.delmar.edu>

Heritage (East) Campus:
Harvin Center – Rm 263
Phone: (361) 698-1293
Fax: (361) 698-2017

Windward (West) Campus:
Coleman Center – Rm 140
Phone: (361) 698-1726
Fax: (361) 698-2695

Identity and Statement of Educational Purpose

(To Be Completed at the Institution)

Instructions: The student must appear in person at **Del Mar College Financial Aid Office** to verify their identity by presenting an unexpired valid government-issued photo identification (ID), such as, but not limited to, a driver's license, other state-issued ID, or passport. The institution will maintain a copy of the student's photo ID that is annotated by the institution with the date it was received and reviewed, and the name of the official at the institution authorized to receive and review the student's ID.

In addition, the student must complete, in the presence of the institutional official, the Statement of Educational Purpose below.

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 **Del Mar College** for 2025-2026.

Student's Signature (Required) _____ Date _____

Student's ID Number _____

Financial Aid Official's Signature _____ Date _____

Submit this worksheet to the financial aid administrator at Del Mar College.

Del Mar College is an Equal Opportunity/Affirmative Action Institution.

Identity and Statement of Educational Purpose

(To Be Signed in the Presence of a Notary)

If the student is unable to appear in person at Del Mar College to verify his or her identity, the student must provide to the institution:

- (a) A copy of the unexpired valid government-issued photo identification (ID) that is acknowledged in the notary statement below, or that is presented to a notary, such as, but not limited to, a driver's license, other state-issued ID, or passport; and
- (b) The original Statement of Educational Purpose provided below, which must be notarized. If the notary statement appears on a separate page than the Statement of Educational Purpose, there must be a clear indication that the Statement of Educational Purpose was the document notarized.

Statement of Educational Purpose

I certify that I _____ am the individual signing his 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 Del Mar College for 2025-2026.

Student's Signature (Required) _____ Date _____

Student's ID _____

Notary's Certificate of Acknowledgement

(Notary's certification may vary by State)

State of _____ City/County of _____

On _____ (Date), before me, _____ (Notary's
Name), personally appeared, _____, (Printed name of
signer) and proved to me because of satisfactory evidence of identification

_____ (Type of unexpired government-issued photo ID
provided) to be the above-name person who signed the foregoing
instrument.

WITNESS my hand and official seal

(Notary Signature) _____

My commission expires on (Date) _____

***Submit this worksheet to the financial aid administrator at Del Mar College.
Del Mar College is an Equal Opportunity/Affirmative Action Institution.***