

**Instructions:**

Your 2024-2025 Free Application for Federal Student Aid (FAFSA) was selected for verification, a federally mandated process to confirm the accuracy of the information reported on your FAFSA. To complete this process certain documents and information are required for the Office of Financial Aid to review and compare to the information you have previously provided on the FAFSA. Based on this review, it is possible that aid eligibility may be changed, even if the aid has already paid to your university account.

*Note: Using the Direct Data Exchange to have tax information directly uploaded to the FAFSA may reduce the amount of additional documentation that is required.*

**FIRST-YEAR AND TRANSFER APPLICANTS:** Please return the completed form and any additional documents via your checklist in the CWRU admission portal (<https://go.case.edu/apply/status>). **Case Western Reserve University does not utilize the IDOC system through College Board.**

**CONTINUING/CURRENT CWRU STUDENTS:** Please upload the completed form online by logging into the My Financial Aid Portal, clicking on the menu in the upper left corner, clicking on the Documents & Messages option and locate the **Verification Form-Dependent** upload. Any additional documents should be uploaded using its appropriately named upload option.

If you have any questions, please feel free to contact us at [financialaid@case.edu](mailto:financialaid@case.edu) or call 216-368-4530 or 800-945-4530.

**Forms required to complete this process:**

1. 24-25 Verification Form for Dependent Students (2 pages)
2. Signed 2022 Parent U.S. Tax Return or a translated equivalent (if taxes were filed in a country other than the U.S.) is required if the Direct Data Exchange was not used for either parent listed on the FAFSA
3. Signed 2022 Student U.S. Tax Return or a translated equivalent (if taxes were filed in a country other than the U.S.) is required if the Direct Data Exchange was not used for the student
4. 2022 W-2 or translated equivalent income statement for each source of employment income is required for individuals who did not file, and are not required to file taxes in any country

## 24-25 Verification Form for Dependent Students

Student's Last Name	Student's First Name	MI	SIS/PeopleSoft Student ID (1234567 or abc123)
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### #1 - Who are the people in your parent's household?

Include: yourself, even if you don't live with your parents, the parent(s) with whom you live, your parents' other children (even if they do not live with your parents) if (a) your parents will provide more than half of their support between July 1, 2024 and June 30, 2025, or (b) the children could answer "No" to every question in Step Three of the FAFSA, and other people only if they now live with your parents, your parents provide more than half of their support and your parents will continue to provide more than half of their support between July 1, 2024 and June 30, 2025.

Name (attach a separate sheet if more spaces are needed)	Age	Relationship to Student
The student		Self

### #2 - 2022 Parent Tax Return Verification

**To be completed if taxes were filed in any country, including those outside of the United States**

	Parent 1	Parent 2 (if applicable)
Name of parent		
Did this parent file, or were required to file, a 2022 tax return, in any country? (circle one)	Yes / No	Yes / No
Have you used (or do you plan to use) the Direct Data Exchange to have your taxes uploaded to the FAFSA? (circle one)	Yes / No	Yes / No

***If you have used (or plan to use) the Direct Data Exchange you can move to #6.***

*Note: If unable or unwilling to use the Direct Data Exchange to upload tax information directly to the FAFSA, a signed copy of your 2022 tax return (or a translated equivalent) **must** be submitted.*

### #3 - 2022 Student Tax Return Verification

**To be completed if taxes were filed in any country, including those outside of the United States**

Did you file, or were required to file, a 2022 tax return, in any country? (circle one)	Yes / No
Have you used (or do you plan to use) the Direct Data Exchange to have your taxes uploaded to the FAFSA? (circle one)	Yes / No

***If you have used (or plan to use) the Direct Data Exchange you can move to #6.***

*Note: If unable or unwilling to use the Direct Data Exchange to upload tax information directly to the FAFSA, a signed copy of your 2022 tax return (or a translated equivalent) **must** be submitted.*

## 24-25 Verification Form for Dependent Students

Student's Last Name	Student's First Name	MI	SIS/PeopleSoft Student ID (1234567 or abc123)
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**#4 - 2022 Parent's Earned Income Verification for those who did not file taxes in any country**  
All figures should be reported in U.S. dollars, regardless of where the income was earned.

Country where currency was earned							
Currency earned if not USD				Conversion rate used			
Cash	\$	Savings	\$	Checking	\$	Combined	\$
Source of Income for Parent 1 (attach a separate sheet if required)				Amount Earned for Parent 1 (provide proof of earnings for each amount)			
				\$			
				\$			
				\$			
Source of Income for Parent 2 (attach a separate sheet if required)				Amount Earned for Parent 2 (if applicable) (provide proof of earnings for each amount)			
				\$			
				\$			
				\$			

**#5 - 2022 Student's Earned Income Verification if taxes were not filed in any country**  
All figures should be reported in U.S. dollars, regardless of where the income was earned.

Country where currency was earned							
Currency earned if not USD				Conversion rate used			
Cash	\$	Savings	\$	Checking	\$	Combined	\$
Source of Income for the Student (attach a separate sheet if required)				Amount Earned for the Student (provide proof of earnings for each amount)			
				\$			
				\$			
				\$			

**#6 - Signature for the 24-25 Verification Form for Dependent Students**

I certify that all of the information provided on the *24-25 Verification Form for Dependent Students* form is true and complete to the best of my knowledge. I understand that if I purposely provide false or misleading information on this form, or the FAFSA, I may be subject to a \$20,000 fine, a prison sentence, or both. ***Electronic signatures are not accepted.***

Student's signature	Date
Parent 1's signature	Date
Parent 2's signature (if applicable)	Date