



# FRANCIS TUTTLE - FINANCIAL AID DEPENDENT VERIFICATION WORKSHEET

Academic Year

2024-2025

Your application was selected for review in a process called "Verification." In this process, Francis Tuttle will compare information from your FAFSA with this worksheet and the financial data you must submit. The law requires completion of Verification before awarding and/or disbursing federal aid. If there are differences between your FAFSA application and your verification documentation, electronic corrections to your FAFSA may be required. Contact the Francis Tuttle Financial Aid Office at (405) 717-4315 if you have questions.

## STUDENT INFORMATION

Last Name	First Name	Middle I.	FTTC ID
Local Street Address	City	State	Zip Code
			Daytime Phone Number

## INSTRUCTIONS

- Complete all sections of this worksheet in **full. Incomplete forms will be returned.**
- If you or your parent(s) have filed a 2022 Federal Income Tax Return with the IRS:
  - Select A under Dependent Student's Information and Parent's Information as appropriate on the 2<sup>nd</sup> page of this Form.
  - If your or your parent(s) income tax return information was unavailable or you or your parent(s) were unable to use the IRS Direct Data Exchange (DDX) when filing the FAFSA, then you must provide a 2022 IRS Tax Return Transcript or a signed copy of the 2022 Federal Income Tax Return.
- If you or your parent(s) were not required to file a 2022 Federal Income Tax Return with the IRS:
  - Select either B or C under Dependent Student's Information and Parent's Information as appropriate on the 2<sup>nd</sup> page of this Form.
  - If the parent(s) had income: attach all 2022 W-2s, 1099s, or other income statements.
  - If the parent(s) do not have a Social Security Number (SSN), Individual Taxpayer Identification Number (ITIN), or Employer Identification Number (EIN): submit a letter from the appropriate tax filing authority that the individuals did not file taxes.
- Requested documents **must** be submitted within **30 days** of the initial request to be considered for all available financial aid.
- Return the requested documents to the Financial Aid Office in person at the Rockwell Campus Center, Suite A1094, or mail them to Francis Tuttle Technology Center, Financial Aid Office, 12777 N Rockwell Ave, Oklahoma City, OK 73142.

**NOTE: Due to imaging system requirements, photographs of documents are not acceptable.**

## SECTION A: FAMILY SIZE INFORMATION \*ATTACH A SEPARATE SHEET IF MORE SPACE IS REQUIRED

Write the names of the people in your parent(s)' household in the chart below:

- Include **yourself** on the first line.
- Include **your parent(s)**:
  - If your parents are divorced, list the parent you lived with the most during the last 12 months. If you did not live with one parent more than the other, indicate the parent who provided *more than half* of your support during the last twelve months.
  - If your parent is remarried, include the step-parent.
  - If your parents are unmarried but live together, list Parent #1 and Parent #2.
- Include your **parent(s)' other children** if your parents provide *more than half* of their support between July 1, 2024, and June 30, 2025, or if the children would be required to provide parental information if they completed a 2024-25 FAFSA.
- Include **other dependents** if they now live with your parent(s), and your parent(s) will continue to provide *more than half* of their support through June 30, 2025.
- Write the Age of each household member.
- Write the Relationship of each household member to the student in the chart below.

Full Name of Household Member	Age	Student's Relationship to Household Member
1.		Self
2.		
3.		
4.		
5.		
6.		
7.		
8.		

Last Name	First Name	Middle I.	FTTC ID
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### SECTION B: DEPENDENT STUDENT'S INFORMATION

1. Check the box that applies:

- a.  I filed/will file a 2022 Federal IRS Tax Return, Puerto Rican, or Foreign Income Tax Return.
- My income tax return information was unavailable or I was unable to use the IRS DDX when filing the FAFSA, and have attached my **2022 IRS Tax Return Transcript**, or a **signed copy of my 2022 Federal Tax Return**
- b.  I was not employed, did not have income, and was not required to file a 2022 Federal IRS Tax Return.
- c.  I was employed and had income, but was not required to file a 2022 Federal IRS Tax Return:
- Complete the chart below:** list employer(s) and the amount that was earned in 2022
  - Attach copies of all 2022 W-2 and 1099 Forms.**

<b>COMPLETE CHART ONLY IF BOX "C" ABOVE IS CHECKED</b>	Non-Tax Filers with 2022 earnings are federally required to submit a copy of W-2(s) from each employer to the Financial Aid Office with this Form.				
	Name of Employer	Amount Earned in 2022	2022 W-2 and 1099 Forms received from employer?		2022 W-2 and 1099 Forms attached to this Form?
		\$	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>
		\$	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>

\*If more space is required, attach a separate page.

**Note: If you lost or never received a W-2, contact your employer to request a copy to provide with this Form.**

### SECTION C: PARENT'S INFORMATION

1. Check the box that applies:

- a.  I filed/will file a 2022 Federal IRS Tax Return, Puerto Rican, or Foreign Income Tax Return.
- My income tax return information was unavailable or I was unable to use the IRS DDX when filing the FAFSA, and have attached my **2022 IRS Tax Return Transcript**, or a **signed copy of my 2022 Federal Tax Return and applicable schedules**
- b.  I was not employed, did not have income, and was not required to file a 2022 Federal IRS Tax Return.
- If you do not have a SSN, ITIN, or EIN: attach a letter from the appropriate tax filing authority that you did not file taxes
- c.  I was employed and had income, but was not required to file a 2022 Federal IRS Tax Return:
- Complete the chart below:** list employer(s) and the amount that was earned in 2022
  - Attach copies of all 2022 W-2 and 1099 Forms.**
  - If you do not have a SSN, ITIN, or EIN: attach a letter from the appropriate tax filing authority that you did not file taxes

<b>COMPLETE CHART ONLY IF BOX "C" ABOVE IS CHECKED</b>	Non-Tax Filers with 2022 earnings are federally required to submit a copy of W-2(s) from each employer to the Financial Aid Office with this Form.				
	Name of Employer	Amount Earned in 2022	2022 W-2 and 1099 Forms received from employer?		2022 W-2 and 1099 Forms attached to this Form?
		\$	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>
		\$	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>

\*If more space is required, attach a separate page.

**Note: If you lost or never received a W-2, contact your employer to request a copy to provide with this Form**

### SECTION D: CERTIFICATION AND SIGNATURE

**Certification:** I certify that the submitted information is true and correct to the best of my knowledge and belief. If asked by an authorized official, I agree to provide additional proof of the information provided on this Form. I understand that purposely providing false or misleading information on this Form may result in reduction or repayment of aid, fines and/or imprisonment in this and/or future years.

<b>Student's Signature</b>	<b>Date form was signed</b>
<b>Parent's Signature (if your parent's signature was required on your FAFSA)</b>	<b>Date form was signed</b>
<b>Print Parent's Name</b>	
<b>Parent's Daytime Phone and/or Email</b>	