

Student Name: \_\_\_\_\_ Westmoreland Student ID# \_\_\_\_\_

The Department of Education has selected your application for verification review. Westmoreland County Community College will be comparing information from your Free Application for Federal Student Aid (FAFSA) with this worksheet and your **2022** IRS Income Tax Transcript or a signed copy of your 2022 Tax Return (1040), with all schedules, if you were not able to use Direct Data Exchange (DDX) on your FAFSA. Federal regulations authorize us to request and review information before disbursing federal aid. If there are any differences between your FAFSA information and the documents, Westmoreland will transmit any necessary corrections or updates.

**SECTION A: Household Information for the Parent(s) Listed on the FAFSA**

List the people in your parent(s)' household by **name, age, and relationship** to you:

- Include yourself and the parent(s) listed on the FAFSA, even if you don't live with your parent(s).
- Include your parent(s)' other children if they live with your parents (or live apart because of college enrollment), and your parent(s) will provide more than half of their support from July 1, 2024 through June 30, 2025.
- Include 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.
- Include the full name of the college for any household member, who will be attending at least half time between July 1, 2024 and June 30, 2025, and will be enrolled in a degree, diploma or certificate program.

Full Name	Age	Relationship	Name of College
		Self	Westmoreland County Community College

**SECTION B: Student's 2022 Income Information. Check the ONE that applies.**

[ ] Yes	Direct Data Exchange (DDX) was or will be used to provide my tax information.
[ ] Yes	A 2022 IRS Tax Return Transcript or a signed copy of the 2022 Tax Return (1040) with all Schedules was or will be submitted.
[ ] No	I had no source of income in calendar year 2022. I certify that I did not file and was not required to file a 2022 IRS Tax Return nor a tax return with a foreign nation, U.S. Territory, or U.S. Commonwealth.
[ ] No	I received income during the calendar year 2022. I certify that I did not file and was not required to file a 2022 IRS Tax Return nor a tax return with a foreign nation, U.S. Territory, or U.S. Commonwealth. <b>I will provide copies of W-2 form(s) for all sources of earned income.</b>

**SECTION C: Parent(s) 2022 Income Information. Check the ONE that applies.**

<input type="checkbox"/> Yes	Direct Data Exchange (DDX) was or will be used to provide my (our) tax information.
<input type="checkbox"/> Yes	A 2022 IRS Tax Return Transcript or a signed copy of the 2022 Tax Return (1040) with all Schedules was or will be submitted. Married parents who file separate returns must provide a transcript for each filer.
<input type="checkbox"/> No	I (and/or my spouse) certify that I (we) had no source of income in calendar year 2022. I(we) certify that I(we) did not file and was (were) not required to file a 2022 IRS Tax Return nor a tax return with a foreign nation, U.S. Territory, or U.S. Commonwealth.
<input type="checkbox"/> No	I (and/or my spouse) received income during the calendar year 2022. I(we) certify that I(we) did not file and was (were) not required to file a 2022 IRS Tax Return nor a tax return with a foreign nation, U.S. Territory, or U.S. Commonwealth. <b>I will provide copies of W-2 form(s) for all sources of earned income.</b>

**SECTION D: Parent(s) Untaxed Income (If left blank, amount will be taken as “0”)**

\$	IRA or pension rollover from IRS form 1040 – line 4a minus 4b. If you have an IRA or pension rollover, you <b>must provide</b> a signed copy of your 2022 IRS 1040 with the word “Rollover” handwritten next to the applicable line item for IRA, pension, or annuity distributions to the Financial Aid Office.
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**CERTIFICATION AND SIGNATURES**

Manually sign with a ballpoint pen. **Forms with typed signatures cannot be accepted and will be returned.** We certify that all of the information provided is true and correct to the best of our knowledge. If we purposely gave false or misleading information on this worksheet, we may be subject to fines and/or imprisonment.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Submit your completed verification documents to the Financial Aid Office by electronic submission from your Westmoreland student email account to [financialaid@westmoreland.edu](mailto:financialaid@westmoreland.edu) (SUBJECT LINE: VERIFICATION), by uploading to your student portal, in person (Student Enrollment Center located in the Student Achievement Center), or by mail (Westmoreland County Community College, Financial Aid Office, 145 Pavilion Lane, Youngwood, PA 15697).**

Please allow 3 business days to confirm receipt of documents in your student portal and 2 weeks for processing **AFTER** we receive **ALL** requested documents.