

Office of Financial Aid

Please visit hcc-nd.edu/verification for additional information

Student's Name _____ HCC id _____
Address _____ City, State _____, _____ Zip code _____
Student's Date of Birth ____/____/____ Student's Phone Number _____

STEP 1 - Household Information reflecting the 2023-2024 Academic Year

Parents' Marital Status (Select One)

<input type="checkbox"/> Married	<input type="checkbox"/> Divorced	<input type="checkbox"/> Unmarried, living together	<input type="checkbox"/> Unmarried, not living together
<input type="checkbox"/> Separated	<input type="checkbox"/> Widowed	<input type="checkbox"/> Single adoptive parent	<input type="checkbox"/> Single, donor conceived child

- Carefully read the instructions and, in the chart below, include:
- Student
 - Student's legal parent(s) – biological or adoptive
 - If your legal parents are married or not married, separated, or divorced but live together, list both parents.
 - If your legal parents are separated or divorced (and do not live together), list the parent who you lived with most during the last 12 months. If remarried, list legal parent and stepparent.
 - If your parent was never married (and does not live with your other legal parent) or widowed (and not remarried), list that parent. If widowed and remarried, list legal parent and stepparent.
 - Student's parent(s)' other dependent children if your parent(s) will provide more than half of their support from July 1, 2023 through June 30, 2024 (list these children even if they do not live with your parents)
 - Other people only if they live with student's parent(s) and student's parent(s) provide more than half of their support and will continue to do so from July 1, 2023 through June 30, 2024
 - Provide college information for those attending at least half-time during the 2023-2024 academic year in a program leading to a degree, diploma, or certificate

Full Name	Age	Relationship	Name of College
		Student	Holy Cross College

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VERIFICATION WORKSHEET (V1) DEPENDENT STUDENT

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STEP 2 - Student's 2021 Tax Filing Status

Did you file or were you required to file a 2021 U.S. Federal Income Tax Return?

- ☐ **Yes.** Continue to STEP 3.
- ☐ **No, and I had no earnings from work.** Continue to STEP 3.
- ☐ **No, but I had some earnings from work.** Submit a [Student Non-Tax Filer's Statement](#) and all earnings statements (e.g., W-2, 1099-MISC) received in 2021. Form can be downloaded at hcc-nd.edu/verification. Continue to STEP 3.

STEP 3 – Parent(s)' 2021 Tax Filing Status

Did your parent(s) file or were they required to file a 2021 U.S. Federal Income Tax Return?

- ☐ **Yes.** Continue to STEP 4.
- ☐ **No, and my parent(s) had no earnings from work.** Submit a *Verification of Non-filing Letter* from the IRS for 2021 (obtained online at irs.gov or by calling 1-800-908-9946). Continue to STEP 4.
- ☐ **No, but my parent(s) had some earnings from work.** Submit the [Parent Non-Tax Filer's Statement](#), all parent(s)' earning statements (e.g., W-2, 1099-MISC) received in 2021, and a *Verification of Non-filing Letter* from the IRS for 2021 (obtained online at irs.gov or by calling 1-800-908-9946). Form can be downloaded at hcc-nd.edu/verification. Continue to STEP 4.

STEP 4 – Certification

I certify that all of the information reported on this worksheet is complete and correct. The student and student's parent must sign this worksheet. **Electronic signatures are not acceptable.**

Student Signature _____ Date ____/____/____

Parent Signature _____ Date ____/____/____

Please submit completed and signed form, along with supporting documentation, to the Office of Financial Aid:

Email: financialaid@hcc-nd.edu
 Mail: PO Box 308 Notre Dame, IN 46556-0308
 Fax: 574.239.8323