



# Albion College

## 2025-2026 VERIFICATION FORM – INDEPENDENT STUDENT

Your Free Application for Federal Student Aid (FAFSA) was selected for verification. The Office of Financial Aid is required by federal regulation to collect documentation to verify the information you entered on the FAFSA.

Failure to complete verification will prevent processing of your financial aid or cause billing back of aid already received. Awarding of all financial aid is contingent upon availability of funds.

### STEP 1 – STUDENT INFORMATION

Name: \_\_\_\_\_ Student ID Number: \_\_\_\_\_

### STEP 2 – HOUSEHOLD INFORMATION

Use the chart below to list the people in the student's household. Include the first name, last name, age, and relationship to you for the following people:

- The student.
- The student's spouse, if applicable.
- The student's dependent children if the following are true:
  - They live with the student (or live apart because of college enrollment),
  - They receive more than half of their support from the student, and
  - They will receive more than half their support from the student from July 1, 2025 to June 30, 2026.
- Other persons if the following are true:
  - They live with the student,
  - They receive more than half of their support from the student, and
  - They will receive more than half their support from the student from July 1, 2025 to June 30, 2026.

Include information about whether any of the household members will be enrolled at least half time in a degree, diploma, or certificate program at an eligible postsecondary educational institution between July 1, 2025 and June 30, 2026.

Full Name	Age	Relationship to student	College Name	Enrolled at Least Half Time (Yes or No)	Under-graduate	Graduate
You (The Student)		<b>Self</b>	Albion College	Yes	<b>X</b>	

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

### STEP 3 – STUDENT AND SPOUSE (IF APPLICABLE) INCOME AND TAX INFORMATION

Select **ONE** of the following depending on your tax filing situation.

- Tax Data Successfully Transferred** – The student transferred their IRS tax information directly from the IRS to the FAFSA and made no changes to that information.
- 2023 Tax Return OR Tax Return Transcript** – The student completed a federal tax return and will provide the school with a Signed Copy of the 1040 and or 2023 IRS Tax Return Transcript. (Detailed instructions are below for requesting the IRS Tax Return Transcript.)
- 2023 Non-Tax Filer with NO Earnings** –The student did not complete a tax return for 2023 and had no earnings in 2023.
- 2023 Non-Tax Filer with Earnings** – The student did not complete a tax return but had earnings in 2023. Complete the chart below listing all employers and total earnings. You must also provide copies of all W-2s.

Employer's Name	Amount Earned in 2023
<b>Total Amount of Income Earned from Work</b>	\$

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

### REQUESTING IRS DOCUMENTATION

To request a Tax Return Transcript or a Verification of Non-Filing letter, complete one of the following:

- Online Request – To request a Tax Return Transcript:
  - Go to [www.IRS.gov](http://www.IRS.gov).
  - Click "Get Your Tax Records".
  - Select "Sign in to your online account".
  - Log in or create a new account.
  - Select the "Return Transcript" for 2023.
- Telephone Request – 1-800-908-9946
- Paper Request Form – IRS Form 4506T-EZ or IRS Form 4506-T

Those who file a paper tax return generally have access to the IRS Tax Return Transcripts within 6-8 weeks after the paper tax return has been received by the IRS. Contact the Office of Financial Aid if more information is needed about obtaining an IRS Tax Return Transcript.

## STEP 4 – CERTIFICATION AND SIGNATURE

Each person signing below certifies that all of the information reported is complete and correct. Signatures must be original and cannot be a typed font.

\_\_\_\_\_  
Student's Signature Date

\_\_\_\_\_  
Spouse's Signature (if applicable) Date

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

Completed forms and documentation can be brought to the Office of Financial Aid, emailed to [financialaid@albion.edu](mailto:financialaid@albion.edu), faxed to 517/629-0581, or mailed to the address below. Social security numbers and bank account information should be redacted for security purposes.

All forms submitted to the Office of Financial Aid should include your name and student ID.