



Independent Verification Worksheet

Ind - V5 2023-2024

Financial Aid signature required

Please read the entire form, complete ALL sections, attach the requested documentation, sign the form, and return to the Financial Aid Office. By law Mesalands Community College (MCC) has the right to request this information before awarding financial aid. If there are differences between the information submitted and your Free Application for Federal Student Aid (FAFSA), the school will make the necessary changes. ****Incomplete worksheets and documentation will cause delays in processing your financial aid. No determination of aid eligibility can be made until all documents are received and reviewed.**

Part 1. Student Information:		
First Name:	Last Name:	Student ID:
Address:		Date of Birth:
City, State, Zip:		Phone:
Mesalands E-mail address: _____@mesalands.edu		

Part 2. Student (and spouse) Tax Information:
<p>Completing the FAFSA requires using tax information - either paper forms or the automatic IRS Data Retrieval system. If the IRS Data Retrieval Option was used and you made no changes to your FAFSA move to question 1. If you and/or your spouse did not use the IRS Data Retrieval Option go to www.fafsa.ed.gov and update the FAFSA using the IRS Data Retrieval service now. After you complete this step check the appropriate line below. If you and/or your spouse did not or could not use the IRS Data Retrieval option, you must provide our office with an official copy of your <u>tax return transcripts</u>. <i>Tax return transcripts can take two or more weeks to arrive.</i> Your 2021 <u>tax return transcripts</u> may be ordered by calling (800) 908-9946 or online at www.irs.gov. Other tax forms will NOT be accepted.</p>

STUDENT: Mark the line that best applies. Follow the instructions. Attach documents if required.

1. Did the student and/or spouse file a 2021 federal tax return? YES ___ If "yes," go to 1.a.
NO ___ If "no," skip to question 1.b.

1.a. Did the student and/or spouse use the IRS Data Retrieval option to complete or update the FAFSA?
YES _____ If "yes," go to Part 3.
NO _____ If "no," attach a copy of the IRS tax return transcript (see directions above) and go to Part 3.

1.b. Even if the student and/or spouse did not file a tax return, did the student and/or spouse work at all or earn any income in 2021?
YES _____ If "yes," fill in the box below and attach all W2 forms and go to Part 3.
NO _____ If "no," go to Part 3.

Name of employers in 2021	Total amount earned in 2021	Is W2 Attached?	
1.	\$	Yes	No
2.	\$	Yes	No
3.	\$	Yes	No
4.	\$	Yes	No

Part 3. Family Information:

List the persons in your household in the chart below. Include the following:

1. Yourself.
2. Your spouse if you are married.
3. Your children if you will provide more than half of the children's support from July 1, 2023 to June 30, 2024.
4. Other people if they now live with you and you provide more than half of their support and will continue to provide more than half their support from July 1, 2023 to June 30, 2024.

Also, identify the name of the college for any family member who will be attending college between July 1, 2023 and June 30, 2024 and will be enrolled at least half-time (6 or more credit hours) in a degree or certificate program. If you need more space add a separate page.

First and Last Name*	Age	Relationship	Name of College in 2023-2024**	Enrolled at least ½ time
<i>Example: Martha Jones</i>	9	Daughter	Fort Lewis	
1. (Student):		SELF		
2.				
3.				
4.				
5.				
6.				

*Proof of financial support may be requested.

**Proof of enrollment in 2023-2024 may be requested.

Part 4. Student's Proof of High School Completion:

The school must have documentation the student completed high school or its accepted equivalent.

Did you previously submit documentation of high school, home school, or GED completion to MCC?

YES _____ If "yes," initial the statement below.

Student initials _____ I previously submitted a copy of my official high school transcript, GED or homeschool credential to MCC. If, upon review, this document is not sufficient I will submit additional required documentation.

NO _____ If "no," go to the list below and **SELECT ONLY ONE** of the following choices, **CHECK** the line, and **ATTACH A COPY** of the document.

_____ Final official high school transcript showing graduation date

_____ GED certification

_____ An acceptable homeschool completion credential meeting New Mexico and MCC requirements

If you cannot provide one of these documents please contact the Financial Aid Office.

Part 5. Documentation of Identity & Statement of Purpose:

1. How will you submit this form? In-person _____ If "in-person," follow directions in Box A
By mail _____ If "by mail," follow directions in Box B

BOX A: Complete 1 and 2 below and submit this form in-person. Bring your government issued photo ID with you.

1. Attach a clear, readable copy of the student's government issued photo ID (driver's license, passport, military ID, etc.). Copy of photo ID is attached: YES _____
NO _____ If "no," verification is incomplete and you will not be awarded financial aid.

2. Read and sign the following statement of purpose.

I certify that I _____ (print student's name) am the individual signing this Statement of Educational Purpose and that the federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending Mesalands Community College for 2023-2024.

Student Signature: _____

Date: _____

Student ID Number: _____

BOX B: If you are unable to appear in person at MCC complete and sign this form in the presence of a Notary Public. Mail the original form with Notary's signature and seal or stamp to the MCC Financial Aid Office.

1. Attach a clear, readable copy of the student's government issued photo ID (driver's license, passport, military ID, etc.). Copy of photo ID is attached: YES ___
 NO ___ If "no," verification is incomplete and you will not be awarded financial aid.
2. Read and sign the following statement of purpose in front of a Notary.

I certify that I _____ (print student's name) am the individual signing this Statement of Educational Purpose and that the federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending Mesalands Community College for 2023-2024.

Student Signature: _____ Date: _____ Student ID Number: _____

In the State of _____ and city/county of _____ on (date) _____, before me (*Notary's name*) _____ personally appeared (*student name*) _____ and provided me on basis of satisfactory evidence identification (*type of gov't issued photo ID*) _____ to be the above named person who signed the foregoing instrument.

Witness my hand and official seal:

Notary Signature: _____ Date: _____

My commission expires on this date: _____

Please return this form and all required attachments within two weeks. You may submit forms in person, via fax or scanned documents via email. Please do not submit pictures of documents. Your financial aid WILL NOT be finalized until all verification paperwork is complete.

By signing this worksheet, I (we) certify that all the information reported on this worksheet is complete and accurate. Warning: If you purposely give false or misleading information on this worksheet, you may be fined, sentenced to jail, or both.

Student Signature Date

Spouse Signature (optional) Date

FINANCIAL AID OFFICE USE ONLY

Signature of Financial Aid Staff Member: _____

Date received all documents: _____

Verification completed: _____

Secondary Verification Completed: _____

Mesalands Community College
Financial Aid Office
 911 South Tenth St., Tucumcari, NM 88401
 Phone: 575-461-6600 or Fax: 575-461-1901