

# HOLYOKE COMMUNITY COLLEGE

303 Homestead Avenue  
Holyoke, MA 01040  
413.538.7000

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[www.hcc.edu](http://www.hcc.edu)

Financial Aid Office  
Phone: (413) 552-2150  
Fax: (413) 552-2192

## 2020–2021 Verification Worksheet: Dependent Student (short version)

Your 2020–2021 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. You and at least one parent must complete and sign this worksheet, attach any required documents, and submit the form and other required documents to HCC’s Financial Aid Office. If you have questions about verification, contact us at 413-552-2150.

### A. Student Information

Last Name	First Name	M.I.	Student ID
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### SECTION B: PARENT (S) TAX

**This section applies to the student’s parents only.**

- I, the student’s parent(s), filed a 2018 IRS Tax Return. Please either:
  - Use the IRS Data Retrieval Tool on the FAFSA at: <https://fafsa.ed.gov>, or;
  - Attach 2018 IRS Tax Return Transcript available at <https://www.irs.gov/individuals/get-transcript>, or;
  - Attach a signed copy of 2018 tax return, including all schedules.
  
- I, the student’s parent(s), did not file a 2018 federal tax return. You must attach an **IRS Verification of Non-Filing Letter** available at <https://www.irs.gov/individuals/get-transcript>. If you are unable to obtain this document, please contact our office so that we may assist.
  - I worked in 2018, but am not required to file a 2018 federal tax return. **Go to Section C** and provide copies of all **W2 statements**.
  - I did not work in 2018 and will not file a 2018 federal tax return.

### SECTION C: PARENT(S) NON-FILING STATEMENT (Complete for parent (s) who have NOT filed a tax return.)

**Parent(s):** If you did not, and were not required to file a tax return in 2018, list all employers and amounts earned below. **You must also submit copies of all W-2s and a Verification of Non-Filing Letter from the IRS with this form. If you are unable to obtain the Verification of Non-Filing Letter please contact our office so that we may assist.**

EMPLOYER NAME/ SOURCE OF INCOME	DOLLAR AMT. EARNED IN 2018	W-2 ATTACHED*
	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No

EMPLOYER NAME/ SOURCE OF INCOME	DOLLAR AMT. EARNED IN 2018	W-2 ATTACHED*
	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No

**\*If you are unable to attach a copy of your 2018 W-2(s), you must provide a typewritten and signed statement explaining why they cannot be provided.**

### E. Certification and Signatures

Each person signing this worksheet certifies that all of the information reported on it is complete and correct.

Student’s Signature	Date	Parent’s Signature	Date
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For more information on processing and verification deadlines, please visit <http://www.hcc.edu/financialaid/deadlines>.