



# Standard Verification (V1) Dependent Student Instructions

## About

This form is required for verification of information filled out on FAFSA identified by Department of Education that may not match records.

Review the required documentation, complete the form, and submit both the form and documentation to Grayson College Financial Aid.

Each person signing this worksheet certifies that all of the information reported is complete and accurate. If you purposely give false or misleading information on this worksheet you may be fined, sentenced to jail or both. I/We also acknowledge that I/we have read and agree to comply with all verification policies as stated by the College. **Failure to submit information by posted deadlines may result in the application being filed as inactive** with no further consideration and no federal aid for the academic year. Student and parent must sign.

### How to Submit:

Sign and return this form with required documents to:

Grayson College Financial Aid Office.  
6101 Grayson Drive • Denison TX, 75020-8299

Email: [financialaid@grayson.edu](mailto:financialaid@grayson.edu)  
Fax: 903.463.3908

## Family Members in Household

The form will require you to list all people included in your parent's household. As an example, these may include:

- Yourself and your parent(s) (including a step-parent) even if you don't live with your parent(s).
- Your parent(s) other children if your parent(s) will provide more than half of their support from July 1, 2025 through June 30, 2026, or if the other children would be required to provide parental information if they were completing a FAFSA for 2025–2026.
- 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 through June 30, 2026. Not including state funds.
- Do not include foster children, unless you provide more than half of their support from July 1, 2025 through June 30, 2026.
- Include the name of the college for any household member, excluding your parent(s), who will be enrolled, at least half time in a degree, diploma, or certificate program at a postsecondary educational institution any time between July 1, 2025 and June 30, 2026.

## Documents

### IRS Tax Return Transcript and other documents

A 2023 IRS Tax Return Transcript, Verification of Non-filing letter, and Wage and Income Tax Transcripts may be obtained through:

- **Online Request** - Go to [www.irs.gov](http://www.irs.gov), on the IRS homepage, click "Get Your Tax Record", and then click "Get Transcript by MAIL or Get Transcript ONLINE" Make sure to request the "IRS Tax Return Transcript" and **NOT** the "IRS Tax Account Transcript."
- **Telephone Request** - 1-800-829-0922
- **Paper Request Form** - IRS Form 4506T-EZ or IRS Form 4506-T

### Non-filing Letter

Non-tax filers who did not file and are not required to file an Income Tax Return for 2023 must provide this document to verify they did not file. Use the following language:

"I/We attempted to obtain the Verification of Non-Filing Letter from the IRS or other tax authorities and was/were unable to obtain the required documentation; and have not filed and am/are not required to file a 2023 income tax return. A listing of the sources of any 2023 income earned by the individual(s) from work and the amount of income from each source is listed below."



Grayson College Financial Aid

# Standard Verification (V1) Dependent Student 2025-2026

Verification of information  
filled out on FAFSA identified  
by Department of Education  
that may not match records.

\* = required field

## Student Information

Student Name\*: \_\_\_\_\_ Email\*: \_\_\_\_\_  
Student ID\*: \_\_\_\_\_ Phone Number\*: \_\_\_\_\_  
Date of Birth (m/d/yyyy)\*: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_

## Student Address

Street Address\*: \_\_\_\_\_  
City, State, and Zip Code\* \_\_\_\_\_

## Family Information

Complete the following table with the individuals included in your parent(s) household. If more space is needed, attach a separate page with the student's name and Student ID at the top. [More information on household listing.](#)

Member	Name	Age	Relationship to you	Colleges Enrolled
Self*				
Member 2*				
Member 3				
Member 4				
Member 5				
Member 6				
Member 7				
Member 8				
Member 9				

## Student Income Verification

Select the appropriate checkboxes indicating attached documentation. [How to obtain documents.](#)

### Filers:

The IRS Data Retrieval Tool was used when completing the 2025-2026 FAFSA

A signed copy of the 2023 income tax return is attached

a 2023 Federal IRS Tax Return Transcript(s) is attached. (Foreign tax return filers may submit signed photocopies)

### Non-filers:

I did not file a 2023 Income Tax Return

## Parent Income Verification

Select the appropriate checkboxes indicating attached documentation. [How to obtain documents.](#)

### Filers:

The IRS Data Retrieval Tool was used when completing the 2025-2026 FAFSA

A signed copy of the 2023 income tax return is attached

a 2023 Federal IRS Tax Return Transcript(s) is attached. (Foreign tax return filers may submit signed photocopies)

### Non-filers:

2023 Federal IRS Verification of Non-Filing Letter is attached.

Non-filers must provide this document to verify they did not file a 2023 IRS income tax return.

2023 Federal Statement of Non-Filing Letter is attached.

Non-tax filers who did not file and are not required to file an Income Tax Return for 2023 must provide the non-filing letter to verify they did not file.

2023 Federal IRS Wage and Income Tax Transcript is attached

Non-filers that have earnings from work must provide this document to identify all of their wages and taxes for the year.

Copy of IRS Form W-2 or equivalent documentation for each 2023 income source received by the individual is attached

## Employment and Income

Non-filers must list each employer and amount earned in 2023 even if you did not receive a W-2

Employer	Name of Employer	Amount Earned in 2023	W-2 Included?
Employer 1			
Employer 2			
Employer 3			
Employer 4			

## Untaxed Income

List all source of untaxed income received in 2024 (enter 0 if none received or if not applicable)

Source of Untaxed Income	2023 Student Total	2023 Parent Total
401(k)/403(b) contribution (W2 Boxes (2A-D; Codes D, E, F, G, H, & S)*)		
Untaxed IRA, untaxed pension, 2A deductions and exempt interest education credits*		

## Signatures

Student Printed Name\*: \_\_\_\_\_

**Student Signature\***

X	
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 Date (mm/dd/yyyy)\* \_\_\_\_\_

Parent Printed Name\*: \_\_\_\_\_

**Parent Signature\***

X	
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 Date (mm/dd/yyyy)\* \_\_\_\_\_

Each person signing this worksheet certifies that all of the information reported is complete and accurate. If you purposely give false or misleading information on this worksheet you may be fined, sentenced to jail or both. I/We also acknowledge that I/we have read and agree to comply with all verification policies as stated by the College. **Failure to submit information by posted deadlines may result in the application being filed as inactive** with no further consideration and no federal aid for the academic year. Student and parent must sign.

Please fill and sign completed form, and return to :

Grayson College Financial Aid Office.

6101 Grayson Drive • Denison TX, 75020-8299

Email Forms to: [financialaid@grayson.edu](mailto:financialaid@grayson.edu)

Fax forms to: 903.463.3908

**Students are REQUIRED to use their GC canvas account or their GC email account for all electronic communication. GC faculty and staff will not reply to student communication that is sent through an email account other than their GC issued email account or canvas account in order to ensure the identity of the student when communicating electronically.**