

**ALPENA**  
COMMUNITY COLLEGE 2025-2026 Verification Worksheet for Independent Student

Your 2025-2026 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law says that before awarding Federal Student Aid, we may ask you to confirm the information you reported on your FAFSA. To verify that you provided correct information, we will compare your FAFSA with the information on this institutional verification document and with any other required documents. If there are differences, your FAFSA information may need to be corrected. You must complete and sign this institutional verification document, attach any required documents, and submit form and other required documents to us. We may ask for additional information. If you have questions about verification, contact us as soon as possible so that your financial aid will not be delayed.

**A. Student Information (Please print clearly)**

|                                    |       |            |                                  |                                          |
|------------------------------------|-------|------------|----------------------------------|------------------------------------------|
| Last Name                          |       | First Name | M.I.                             | ACC Student ID or Social Security Number |
| Address (include apartment number) |       |            |                                  | Date of Birth                            |
| City                               | State | Zip Code   | Phone Number (include area code) |                                          |

## B. Family Information

**List the people in your family, and include:**

- Yourself and your spouse (if applicable), and
- Your dependent children\* if they live with you or live apart due to a period of temporary absence (e.g., college enrollment), and parent provides and will continue to provide **more than half of their support** from July 1, 2025 through June 30, 2026.
- Other persons\* if they now live with you, **and you provide more than half of their support** and will continue to provide more than half of their support from July 1, 2025 through June 30, 2026.

*\*The provided criteria for “dependent children” or “other persons” mirror the requirement that family size align with those the student could claim as a dependent on a U.S. tax return if the student were to file a U.S. tax return at the time of completing the 2025-2026 FAFSA. As a result, the student should not include any unborn children in the family size.*

**Write the names, ages and relationship of ALL family members in the spaces below.**

In the last column, write in the full name of the college for any listed family member who will be attending college **at least half-time** between July 1, 2025 through June 30, 2026 and will be enrolled in a degree or certificate program as a regular student **(do not designate a college if the person is early college or dual enrolled)**.

If you need more space, attach a separate page.

[illegible]

## C. Tax Information- *required*

Using the three methods provided below, select which option applies to each person .

*Example:* Student used the FAFSA FTI and FAFSA Privacy Consent method, select option “A.” If the student’s spouse did not file, select option “C” and complete table below.

**Student (check one):**

A  
B  
C

**Student’s Spouse (check one):**

A  
B  
C

- A.** FAFSA FTI Approval and FAFSA Privacy Consent was/will be used to provide tax information on the FAFSA. *See enclosed Tax Return Transcript Request Method 1 if you have not yet transferred your taxes. (If you checked this box, sign and return form to FA office).*
- B.** An IRS Tax Return Transcript **OR** a signed and dated copy of the 2023 federal income tax return (Form 1040) with Schedule 1 and Schedule 3 will be submitted. Married parents who file separate tax returns must provide a transcript for each filer. *See enclosed IRS Tax Return Transcript Request Method 2. (If you checked this box, sign and return form to FA office).*
- C.** By checking this box, I (and/or my spouse) certify that we did not file, and I/we were not required to file a 2023 Federal Income Tax Return, and have listed all income earned from work, other income, and resources for the 2023 tax year. **You are required to provide copies of all 2023 W-2 forms for all sources of earned income and submit a copy of the non-filing letter from the IRS (see enclosed IRS Tax Return Transcript Request Method 3). If you cannot provide a W-2 form for a source, explain why.** Complete table below, listing all sources of income and amounts of earnings, other income, foreign income earned, and resources that supported the individual(s) for 2023 tax year, *if you had no income in 2023, write the word “NONE” under source of income.*

**If Option “C” was selected, fill in the table below:**

| Source of Income/Employer’s Name | Name of person who earned income | 2023 Amount Earned | Check if W-2 was included, if not explain |
|----------------------------------|----------------------------------|--------------------|-------------------------------------------|
|                                  |                                  | \$                 | <input type="checkbox"/>                  |
|                                  |                                  | \$                 | <input type="checkbox"/>                  |
|                                  |                                  | \$                 | <input type="checkbox"/>                  |
|                                  |                                  | \$                 | <input type="checkbox"/>                  |
|                                  |                                  | \$                 | <input type="checkbox"/>                  |
|                                  |                                  | \$                 | <input type="checkbox"/>                  |
|                                  |                                  | \$                 | <input type="checkbox"/>                  |

## Certification and Signature

Each person signing below certifies that all of the information reported is complete and correct.

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

X

Student Signature

Date

X

Contributor/Spouse Signature

Date

**Return to ACC Financial Aid Office, 665 Johnson Street, Alpena, MI 49707 or Fax to 989-358-7541.  
For more information, call 989-358-7286.**