

**FEDERAL STUDENT AID PROGRAMS:**

Your application was selected for review in a process called “Verification.” In this process, the Financial Aid Office compares information from your FAFSA application with your financial documents. We are required to review your FAFSA information under financial aid program rules (34 CFR, Part 668). The law says we have the right to ask you for this information before awarding Federal aid. If there are differences between your application information and your financial documents, corrections to your FAFSA may be required.

**INSTRUCTIONS:**

Complete this worksheet and attach any applicable documentation. To sign this worksheet, you must appear in person with your valid, government issued photo ID (Military ID is not acceptable for this form) and sign in the presence of a Financial Aid staff member. If you are unable to appear in person, please contact our office to determine if you may be eligible to appear before a Certified Notary of the Public.

**A: Student Information**

Last Name:	First Name:	Middle Initial:
Social Security #:	ctcLink ID #:	Date of Birth:

**B: Required Signatures**

Completion of this section **must be witnessed by a Financial Aid Staff Member.**

By signing, I affirm that the information provided in this application and other financial aid documents is true and correct to the best of my knowledge. I agree that I have reviewed, understand, and agree to the conditions, responsibilities and obligations in order to receive financial aid for the 2026-2027 academic year as stated in the Conditions of Award and Satisfactory Academic Progress Policy, available on the BC Financial Aid website.

Student Signature:	Date:
Financial Aid Staff Member’s Signature:	Date:

**Please be Advised:**

- If you were selected for V4 Verification, STOP, you have completed all necessary components of this worksheet.
- If you were selected for V5 Verification, please continue to next page and complete the rest of the worksheet.

**Bellevue College Financial Aid Office • 3000 Landerholm Circle SE • Bellevue, WA 98007-6484**

<https://www.bellevuecollege.edu/admissions-aid/financial-aid/>

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## D. Student and Parent Income Information to be Verified

### 1. Tax Return Filers

Complete this section if the student and/or parent filed or will file a 2024 IRS income tax return(s). The best way to verify is by using the FA-DDX Tool that is part of the FAFSA on the studentaid.gov website. In most cases, no further documentation is needed to verify 2024 income information that was transferred into the student's FAFSA using the FA-DDX if that information was not changed by the filer.

**Important Note:** The instructions below apply to the student, parent and parent's spouse if the parent is married. Notify the financial aid office if the parent or parent's spouse filed separate IRS income tax returns for 2024 or had a change in marital status after December 31, 2024.

#### Student:

- I used the FA-DDX Tool on the FAFSA.  
If you used the FA-DDX Tool and the results came through successfully, you do not need to submit a Tax Return Transcript unless the Financial Aid Office specifically requests the document.
- I am attaching my 2024 IRS Tax Return Transcript **OR** a signed copy of my 2024 IRS Form 1040 that was filed with the IRS.
- I filed an amended 2024 Tax Return.  
You must submit a signed copy of your 2024 IRS Form 1040X (the amended Tax Return) along with either your 2024 IRS Tax Return Transcript **OR** a signed copy of your 2024 IRS Form 1040.

#### Parent:

- I used the FA-DDX Tool on the FAFSA.  
If you used the FA-DDX Tool and the results came through successfully, you do not need to submit a Tax Return Transcript unless the Financial Aid Office specifically requests the document.
- I am attaching my 2024 IRS Tax Return Transcript **OR** a signed copy of my 2024 IRS Form 1040 that was filed with the IRS.
- I filed an amended 2024 Tax Return.  
You must submit a signed copy of your 2024 IRS Form 1040X (the amended Tax Return) along with either your 2024 IRS Tax Return Transcript **OR** a signed copy of your 2024 IRS Form 1040.

## 2. Non-Tax Filers

The instructions and certifications below apply to the student, parent and parent’s spouse if the parent is married. Complete this section if the student and/or parent(s) will not file and are not required to file a 2024 income tax return with the IRS.

### Student:

- I did not file a 2024 Tax Return and did not have income earned from work in 2024.
- I did not file a 2024 Tax Return **AND** I am not required to file a Tax Return.  
 List below the names of all employers and the amount earned from each employer in 2024.  
 The following documents must be provided and are available via download by logging into irs.gov:
  - ✓ 2024 IRS Wage & Income Transcript
  - ✓ 2024 IRS Letter of Non-Filing

Employer	Income (in USD)

### Parent:

- I did not file a 2024 Tax Return and did not have income earned from work in 2024.
- I did not file a 2024 Tax Return **AND** I am not required to file a Tax Return.  
 List below the names of all employers and the amount earned from each employer in 2024.  
 The following documents must be provided and are available via download by logging into irs.gov:
  - ✓ 2024 IRS Wage & Income Transcript
  - ✓ 2024 IRS Letter of Non-Filing

Employer	Income (in USD)

Student Signature:	Date:
Parent Signature:	Date: