

2026-2027 V5 Independent Student Verification Worksheet

The federal system selected your 2026-27 FAFSA for a process called verification. If your FAFSA is selected for verification, these requirements must be met for us to finalize and disburse any eligible financial aid. If we need to make corrections, to reflect accurate information, your award amounts may change. You, and your spouse, if married, must complete and sign this worksheet, attach any required documents, and submit them 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'S PERSONAL INFORMATION

Student's Last Name	Student's First Name	Student's M.I.	Student ID Number
Student's Street Address (include apt. #)			Student's Date of Birth
City	State	Zip Code	Student's Email Address
Student's Home Phone Number (include Area Code)			Student's Alternative or Cell Phone Number

B. STUDENT'S INCOME INFORMATION

IF Student Filed Taxes

Complete this section if the student filed or will file a 2024 IRS income tax return. Select only one option:

- Student used the IRS Direct Data Exchange to transfer 2024 IRS income tax return information.
OR
- Student has provided the school a **signed & dated** copy of their 2024 federal income tax return (Form 1040 and any Schedules filed).
OR
- Student has provided their 2024 tax **return** transcript obtained at www.irs.gov.

IF Student Was Not Required to File Taxes

Complete this section if the student will not, and is not, required to file a 2024 income tax return with the IRS. Select only one option:

- Student was not employed and had no income earned from work in 2024.
- Student was employed in 2024 and has listed below the names of all employers and the amount earned from each employer. Copies of all 2024 IRS W-2s (or equivalent documents) are required.

Employer's Name	Wages Paid

* If the student no longer has their W2, the Wage and Income Transcript can be requested from www.irs.gov.

I certify that I have not and am not required to file a 2024 income tax return.

Student's handwritten signature & date

D. STUDENT SPOUSE'S INCOME INFORMATION (if married)

Only complete the section below if the student is married.

IF Spouse Filed Taxes

Complete this section if the spouse filed or will file a 2024 IRS income tax return.

Select only one option:

- Spouse used the IRS Direct Data Exchange to transfer 2024 IRS income tax return information.

OR

- Spouse has provided the school a **signed & dated** copy of their 2024 federal income tax return (Form 1040 and any Schedules filed).

OR

- Spouse has provided their 2024 tax **return transcript** obtained at www.irs.gov.

IF Spouse Was Not Required to File Taxes

Complete this section if the spouse will not, and is not, required to file a 2024 income tax return with the IRS.

- Spouse was not employed and had no income earned from work in 2024.
- Spouse was employed in 2024 and has listed below the names of all employers and the amount earned from each employer. Copies of all 2024 IRS W-2s (or equivalent documents) are required.

Employer's Name	Wages Paid

If more space is needed, provide a separate page with the student's name and ID number at the top.

* If the spouse no longer has their W2, the Wage and Income Transcript can be requested from www.irs.gov.

I certify that I have not and am not required to file a 2024 income tax return.

Spouse's handwritten signature & date

E. Verification of Identity

Please complete the Verification of Identity process. We must verify an unexpired valid government-issued photo identification (ID), such as, but not limited to, a driver's license, other state-issued ID, or passport. Hartwick College will maintain a copy of the student's photo ID.

Options for Identity Verification:

- Option A – In-person

If unable to appear in-person

- Option A – Notary (*notary option listed on page 5 of this form; **original form must be mailed***)
- Option B – Video call with Financial Aid (contact our office to schedule an appointment)

F. Certification & Signatures

Each person signing below certifies that all the information reported is complete and correct. The student and spouse, if married, whose information was reported on the FAFSA must sign and date. **WARNING!** If you purposely give false or misleading information, you may be fined, sent to prison, or both.

Student's handwritten signature & date

Spouse's handwritten signature, if married, & date

2026-27 Identity and Statement of Educational Purpose

(To Be Signed in the Presence of a Notary)

The Financial Aid Office must receive the original copy

Please mail notarized documents to:

Hartwick College

ATTN: Financial Aid Office

1 Hartwick Dr.

Oneonta, NY, 13820

Please note that online notarization is not accepted

Notary's Certificate of Acknowledgement

Notary's certification may vary by state

State of _____

City/County of _____

On _____, before me, _____
(Date) (Notary's name)

Personally appeared, _____, and proved to me
(Printed name of signer)

because of satisfactory evidence of identification _____
(Type of unexpired government-issued photo ID provided)
to be the above-named person who signed the foregoing instrument.

WITNESS my hand and official seal:

(Notary Signature)

My commission expires on _____
(Date)

Copy of ID Here
Financial Aid Office use ONLY

For Hartwick College's Financial Aid Office Use ONLY:

Confirmation by Authorized Official

Complete this section if the student is selected for V4 or V5 identity verification for the 2026-2027 award year.

Note: To complete V4 or V5 identity verification, a student must present an unexpired, valid, government-issued photo identification such as a U.S. passport, a driver's license, or other state-issued ID.

Check the box that applies below:

- The student appeared in-person and presented acceptable identification to an institutionally authorized individual.
- The student was unable to appear in-person and provided the institution with a copy of the acceptable identification presented to a notary and a signed notary statement.
- The student was unable to appear in-person and appeared on a video call with institutional personnel and presented the acceptable identification to an institutionally authorized individual.
- The student was verified by a service provider that is compliant with National Institute of Standards and Technology Identity Assurance Level 2 (NIST IAL2). The institution received acceptable documentation directly from the service provider confirming the date of the verification and that the student's identity was verified under the NIST IAL2 standard.

COPY of ID received & attached to this form by Authorized Official listed below:

X

Printed Name of Authorized Official

X

Signature of Authorized Official

Date
