

# Walla Walla Community College

## 2026-2027 Verification Worksheet

**Complete and return to:**  
 WWCC – Financial Aid Office  
 500 Tausick Way  
 Walla Walla, WA 99362

**Phone:** (509) 527-4301  
**Email:** financial.aid@wwcc.edu



Your application was selected for review in a process called verification. In this process, the financial aid office will compare information from your FAFSA® with your 2024 IRS tax information as well as verify your identity. The law gives the college the right to ask you for this information before awarding Federal Aid. If there is a difference between your FAFSA® and IRS tax information, the college will make the correction electronically.

Complete this verification form and submit it to your financial aid administrator as soon as possible. The financial aid office cannot process your application without this information.

**If we have reason to believe that any of the information provided is not accurate, we may require you to provide additional documentation to our office.**

**Federal regulations require WWCC to retain original copies of this verification worksheet and all required documentation.**

If you are unable to appear in person at WWCC to submit the required documentation, your notarized paperwork **MUST** be mailed to:

WALLA WALLA COMMUNITY COLLEGE  
 ATTN: FINANCIAL AID OFFICE  
 500 TAUSICK WAY  
 WALLA WALLA, WA 99362

**FAXED OR SCANNED/EMAILED FORMS WILL NOT BE ACCEPTED!**

### A. Independent Student's Information

Student's Last Name	Student's First Name	Student's M.I.	Student's ctcLink ID
Student's Phone Number	Student's <b>last 4</b> of SSN	Student's Date of Birth	

### B. Independent Student's Family Size

List below **ALL** of the people in your family. Include:

- Yourself and your spouse if you are married
- Your children if: (A) they live with you, (B) you provide more than half of their support and will continue to through June 30, 2027, or (C) they would be required to provide parental information if they were completing a FAFSA® for 2026-2027.
- Other people if they live with you and you provide more than half of their support and will continue to provide more than half of their support through June 30, 2027.

Full Name	Age	Relationship
<i>Missy Jones (example)</i>	<i>18</i>	<i>Sister</i>
		<i>Self</i>

**C. Independent Student's Verification of 2024 Income Information**

**Check the box that applies:**

- My income and tax information were imported directly from the IRS when completing the FAFSA® form. *[No additional documentation required.]*
- I am providing income tax information that was unavailable or could not be imported from the IRS:
  - Check here if a **signed copy of your filed 2024 U.S. Income Tax Return and applicable schedules** is attached.
  - Check here if a **2024 IRS Tax Return Transcript** received from the IRS is attached.
  - Check here if you filed a tax return with an authority other than the IRS and a **signed copy of your filed 2024 income tax return** is attached.
- I will not file and/or am not required to file a 2024 income tax return.
  - Check here if you were not employed and had no income earned from work in 2024.
  - Check here if you were employed in 2024. **Please list your employer(s) and all income received in 2024 below. *[Required: Provide copies of all 2024 IRS W-2 forms.]***

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

Employer's Name	IRS W-2 Provided?	2024 Amount Earned
<i>Total 2024 Income</i>		

**D. Spouse's Verification of 2024 Income Information (if applicable)**

**Important Note:** The instructions below apply to the student's spouse if they **did not** file a joint income tax return for 2024. Students who filed joint returns do not need to provide spouse information separately.

**Check the box that applies:**

- My spouse's income and tax information were imported directly from the IRS when completing the FAFSA® form. *[No additional documentation required.]*
- Spouse is providing income tax information that was unavailable or could not be imported from the IRS:
  - Check here if a **signed copy of filed 2024 U.S. Income Tax Return and applicable schedules** is attached.
  - Check here if a **2024 IRS Tax Return Transcript** received from the IRS is attached.
  - Check here if spouse filed a tax return with an authority other than the IRS and a **signed copy of filed 2024 income tax return** is attached.
- Spouse did not file and/or was not required to file a 2024 income tax return.
  - Check here if spouse was not employed and had no income earned from work in 2024.
  - Check here if spouse was employed in 2024. **Please list employer(s) and all income received in 2024 below. *[Required: Provide copies of all 2024 IRS W-2 forms.]***

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

Employer's Name	IRS W-2 Provided?	2024 Amount Earned
<i>Total 2024 Income</i>		

**E. Identity Verification – choose one**

**Appear at the Institution**

The student must appear in person at **WALLA WALLA COMMUNITY COLLEGE** to verify his or her identity by presenting unexpired valid government-issued photo identification (ID), such as, but not limited to, a driver's license, other state-issued ID, or passport. The institution will maintain a copy of the student's photo ID that is annotated by the institution with the date it was received and reviewed, and the name of the official at the institution authorized to receive and review the student's ID.

In addition, the student must sign the Certification provided below.

**Signed in the presence of a Notary**

If the student is unable to appear in person, the student must verify his or her identity to a Notary by presenting unexpired valid government-issued photo identification, (such as, but not limited to, a driver's license, other state-issued ID, or passport) and sign the Certification provided.

The student must submit to the institution the original signed Certification **and a copy of the photo ID presented to the Notary.**

*Please note: Only the student's identity must be verified*

**F. Certification and Signatures**

Each person signing below certifies that all of the information reported is complete and correct. The student (and spouse if their information was separately reported on the FAFSA®) must sign and date.

**WARNING: If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.**

\_\_\_\_\_  
Print Student's Name

\_\_\_\_\_  
Student's ctcLink ID

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Spouse's Signature (if applicable)

\_\_\_\_\_  
Date

**REMEMBER TO INCLUDE A COPY OF YOUR ID WITH YOUR FORM**

**Notary's Certificate of Acknowledgement**

State of \_\_\_\_\_ City/County of \_\_\_\_\_

On \_\_\_\_\_, before me, \_\_\_\_\_,  
(Date) (Notary's name)

personally appeared, \_\_\_\_\_, and provided to me on basis of  
(Printed name of signer)

satisfactory evidence of identification \_\_\_\_\_ to be the above-named person  
(Type of government-issued photo ID provided)

who signed the foregoing instrument.

**WITNESS my hand and official  
seal  
(seal)**

\_\_\_\_\_  
(Notary signature)

My commission expires on \_\_\_\_\_  
(Date)

*(Walla Walla Community College does not reimburse for any fees associated with the notarizing process.)*

Student's Name: \_\_\_\_\_

ctcLinkID: \_\_\_\_\_

**Internal Use Only**

I certify that I, \_\_\_\_\_, verified and documented the identification of the student named above.  
Name of WWCC Financial Aid Official

The student submitted original notarized documentation.

Identification attached

\_\_\_\_\_  
Signature of WWCC Financial Aid Official

\_\_\_\_\_  
Date