

#### SECTION I – STUDENT IDENTIFICATION

**Please complete form in blue or black ink. Incomplete forms will not be accepted.**

Your FAFSA application was selected for a review process called Verification, which is required under Federal Financial Aid program rules. In this process we will be comparing information from your FAFSA, this form, and data transferred from the Internal Revenue Service. Please carefully answer all questions and supply additional information as requested.

*Please complete the verification requirements as soon as possible. Failure to complete verification will prevent processing of your financial aid.*

Student Last Name	First Name	M.I	Student ID#	
Permanent Address (include Apt #)			Date of Birth	
City	State	Zip	Home Phone Number	Cell Phone Number

#### SECTION II – FAMILY SIZE

Family Size includes the following:

- You and your spouse (if applicable)
- Your dependent children if the following are true:
  - They live with you (or live apart because of college enrollment);
  - They receive more than half of their support from you; and
  - They will receive more than half of their support from you from July 1, 2025 to June 30, 2026.
- Other persons if the following are true:
  - They live with you;
  - They receive more than half of their support from you; and
  - They will receive more than half of their support from you from July 1, 2025 through June 30, 2026.

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

LIST THE NAME OF EACH HOUSEHOLD MEMBER (INCLUDING YOURSELF)	AGE	RELATIONSHIP TO YOU	NAME OF COLLEGE (if enrolled at least ½ time between July 2025-June 2026)
		Self	Marine Trades Institute

**You must complete all boxes for each household member, including yourself.**

**If more space is needed, attach a separate page with your name and ID number at the top.**

Check if:

- You are still living in your parent’s household
- Someone else is providing your basic living expenses – Name/relationship \_\_\_\_\_

### SECTION III – INCOME AND TAX DOCUMENTATION - STUDENT AND SPOUSE (IF APPLICABLE)

**Important Note:** The instructions below apply to you and your spouse (if applicable). Notify the financial aid office if you or your spouse filed separate IRS income tax returns for 2023 or had a change in marital status after December 31, 2023.

Select **ONE** of the following options depending on your tax filing situation.

- Tax Data Successfully Transferred** – You transferred your IRS tax information directly from the IRS to the FAFSA.
- Income and tax information was not available for importing or could not be used** – submit a signed copy of your 2023 Federal Tax Return with applicable schedules or your 2023 IRS Tax Return Transcript.
- 2023 Non-Tax Filer with NO Earnings** – You did not complete a federal tax return for 2023. You and your spouse were not employed and had no income earned from work in 2023. Provide a signed and dated statement certifying that you have not filed and are not required to file a 2023 income tax return.
- 2023 Non-Tax Filer with Earnings** – You did not complete a tax return but had earnings in 2023. Provide a signed and dated statement certifying that you have not filed and are not required to file a 2023 income tax return. Complete the chart below listing **all** employers (for you and your spouse) and total earnings. Provide copies of all W-2s.

Employer's Name	IRS W-2 or an Equivalent Provided?	Annual Amount Earned in 2023
(example) ABC's Auto Body Shop	Yes	\$4,500.00
Total Amount of Income Earned from Work		\$

**Other Tax information:**

Untaxed portions of IRA distributions \$ \_\_\_\_\_ IRA rollover into another IRA or qualified plan \$ \_\_\_\_\_  
Untaxed portions of pensions \$ \_\_\_\_\_ Pension rollover into an IRA or other qualified plan \$ \_\_\_\_\_  
Foreign Earned Income Exclusion \$ \_\_\_\_\_

### SECTION IV – FEDERAL BENEFITS

None of these apply to me.

Someone in my household received the following Federal Benefits in 2023 and/or 2024. **Check all that apply.**

- Food Stamps (SNAP) If yes, indicate which year(s) benefits were received:  2023  2024
- SSI  Free/Reduced School Lunch  Temp. Assistance for Needy Families (TANF)
- Medicaid  Federal Housing Assistance  Refundable Credit for Coverage under a Qualified Health Plan (QHP)
- WIC  Earned Income Credit (EIC) on Federal Income Tax Form

### SECTION V – CHILD SUPPORT

This section does not apply to me.

I and/or my spouse received child support in the last complete calendar year. Complete the following:

Name(s)/age(s) of child(ren) for whom it was received:	Name:	Age:	Name:	Age:
	Name:	Age:	Name:	Age:
Total amount of child support received in the last complete calendar year:			\$	

### SECTION VI – CERTIFICATION AND SIGNATURE

**By signing this form, I certify that all of the above information is complete and correct.**

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

\_\_\_\_\_  
Student's Signature (required)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Spouse's Name (if applicable)

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

\_\_\_\_\_  
Date

If you or your spouse have experienced a significant change in your financial situation since 2023, you may be eligible for a re-evaluation due to Special Circumstances. Please contact the Financial Aid Office for more information.

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

Return to: Marine Trades Institute, 485 S. Meridian Rd., Cedarville, MI 49719

You may upload this form through the Marine Trades Institute Student Portal: [www.glbbs.empower-xl.com](http://www.glbbs.empower-xl.com)