

## Maryland Higher Education Commission Office of Student Financial Aid 6 N. Liberty Street, Ground Suite Baltimore, MD 21201 (410) 767-3300; (800) 974-0203 TTY for the Dead – (800) 735-2258

MHEC.MARYLAND.GOV

## **DEPENDENT STUDENT**

Verification Worksheet Guaranteed Access Grant **2024-2025** Academic Year

## FOR PRIORITY CONSIDERATION RETURN THIS FORM TO MHEC BY June 15, 2024

.ast Name:		First Name:		MI:
MHEC ID#:				
		Date of Birtin.	/_	(WINDD) 1111
ast 4 digits of SSN:	0		<b>1</b>	->
umber of Household Members: L		3: FAMILY INFORMATION	•	·
				ot married but living together, you must
List Full Name of All Family Members of the household	Age	Relationship to the Student	Attending	Name of College/University in 2024-2025 (must be enrolled at lease half-time)**
EXAMPLE: Gloria Smith	10	Sister		N/A
		SELF (STUDENT)		
If more space is needed, attac	ch a separate į	page with the student's n	name and MH	EC ID number at the top.
	SECTION C	: TAX FORMS AND INCO	ME INFORMAT	ION
COMPLETE TH		: TAX FORMS AND INCOM ND CHECK ONLY ONE B	-	
			-	
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Student's tax information:  The student is providing MHEC  The student has used the IRS	S SECTION A	ND CHECK ONLY ONE B	eturn Transc	cript or Signed 1040 Tax Return
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## You may obtain a 2022 IRS Tax Return Transcript by:

- ONLINE Go to <a href="http://www.irs.gov/individuals/get-transcript">http://www.irs.gov/individuals/get-transcript</a>. Click "Get Transcript ONLINE." Make sure to request the "IRS Tax Return Transcript" and NOT the "IRS Tax Account Transcript." To use the Get Transcript Online tool, the user must have (1) access to a valid email address, (2) a text-enabled mobile phone (pay-as-you-go plans cannot be used) in the user's name, and (3) specific financial account numbers (such as a credit card number or an account number for a home mortgage or auto loan). The transcript displays online upon successful completion of the IRS's two-step authentication.
- MAIL Go to <a href="http://www.irs.gov/individuals/get-transcript">http://www.irs.gov/individuals/get-transcript</a>. Click "Get Transcript by MAIL." Make sure to request the "IRS Tax Return Transcript" and NOT the "IRS Tax Account Transcript." The transcript is generally received within 10 business days from the IRS's receipt of the online request.
- 3. Untaxed Income (you must complete this section)
  - Did you or your parent receive any other untaxed income? Yes No If yes, list the type(s) of income (i.e. contributions to IRA, child support, etc.) received below.

Source(s) of Untaxed Income	Annual Amount Received 2022

**4.** <u>Documentation of support</u> Applicants who reported <u>no income</u> on the Free Application for Federal Student Aid (FAFSA/MSFAA) <u>must</u> complete the information below

Check here if you <u>DID</u> report income on your 2024-2025 FAFSA/MSFAA (you are not required to complete this section)

List below all money received/paid on your behalf from family and/or friends from January 2022 through December 2022. The form is required in order to document how you and your parents paid living expenses during the 2022 tax year. When completing this form you should do the following:

- Report the Annual amount spent for each living expense under the "Report 2022 Annual Expenses" column
- Report the Name of person who paid the expense under the "Name of person who paid the expense" column
- Report the Relationship of the person who paid the expense under the "Relationship to student" column

Living Expenses	Report 2022 Annual Expense	Name of person who paid the bill or expense	Relationship to student (ex: grandparent, aunt, etc.)
Housing: Rent, mortgage			
Utilities: Gas, electricity water, phone, cable			
Transportation: Public, car payments, gas, insurance			
Food/groceries			
Miscellaneous: Clothes, entertainment			
Money Received on your behalf from family/friends			
In 2022, did you (or your parent, if married) receive any of the following?	Social Security benefitsYesNo	SNAP (food stamps)YesNo	Cash support, TANF, AFDC, etcYesNo

**NOTE:** Your consideration for the Guaranteed Access Grant (GAG) Program will be delayed if this form is incomplete and supporting documentation is not submitted.

Each person signing below certifies that all of the information you provided is true and complete to the best of your knowledge
and agrees to provide documentation that will verify the accuracy of the information being reported.

Student's Signature	Date
Parent's Signature	Date

SUBMIT THIS FORM AND ALL REQUIRED DOCUMENTS TO MHEC ONLINE THROUGH YOUR MDCAPS ACCOUNT. SELECT "ELECTRONIC FILE UPLOAD" FROM THE HOMEPAGE AND FOLLOW THE PROMPTS TO BEGIN THE UPLOAD PROCESS.

ALL DOCUMENTS MUST BE RETURNED TO MHEC FOR PRIORITY CONSIDERATION BY June 15, 2024