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| CPTC Logo | **COMPLETE AND RETURN TO:**  4500 Steilacoom Blvd. SW Bldg. 17, Room 130  Lakewood, WA 98499-4004; finaid@cptc.edu  **School Code: 015984**  253.589.5660 office 253.589.5618 fax |

# **STUDENT AID & SCHOLARSHIPS**

# 2024–2025 Comment Code 400/401 Verification

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| Submit this worksheet and applicable documents, to the Financial Aid Office, in person, by mail or by fax.  The Student Aid & Scholarships office cannot process your application without this information. |

**Federal Student Aid Programs:** The U.S. Department of Education has flagged your 2024–2025 FAFSA with Comment Codes 400 and/or 401. These codes are meant to resolve discrepancies in information reported on your Free Application for Federal Student Aid (FAFSA). Federal Student Aid regulations require us to correct the inconsistent information before addition funds can be disbursed.

Please complete and return this form and any requested documentation to the Student Aid & Scholarships office. Documents may be faxed to 253-589-5618 or scanned and emailed to finaid@cptc.edu. Please allow up 3-5 business days for your record to be updated once submitted. If there are differences between your application information and your finan­cial documents, corrections to your FAFSA may be required.

## **A: Student Information**

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|  |  |  |  |  |  |  |  |  |
| *Last* |  | *First* |  | *MI* |  | *SSN* |  | *STU ID#* |
|  |  |  | @students.cptc.edu |  |  |  |  | ( ) |
|  |  | *Email* |  |  |  | *Date of Birth* |  | *Phone* |
|  |  |  |  |  |  |  |  |  |

## **B: Financial Information**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| * Directions: If you or your parents/spouse received one of the additional forms of income, report the annual amount for 2022. If you or your parents/spouse did not, indicate $0 for amount. | | | | |
| **List yourself first, then your spouse (if applicable) then all household members that you support (do not include boyfriend/girlfriend or fiancés).**  If any household member will be attending college at least half time in a degree or certificate program, include the name of the college. If you need more space, attach a separate page. | | | |
| **Full Name** | **Age** | **Relationship** | **IF attending college from 07/01/24 – 06/30/25, name of college.** |
|  |  | Self | Clover Park Technical College |
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## **C: Student Tax and Income Information**

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| --- | --- | --- | --- |
| **Check only one box below:**  You can correct your FAFSA online at [www.fafsa.gov](http://www.fafsa.gov) and using the IRS Data Retrieval Tool (This is faster than submitting 1040 tax documents). | | | |
| * I used the IRS Data Retrieval Tool on the FAFSA. If you used the IRS Data Retrieval Tool on your FAFSA, *and did not change the information*, you do not need to submit signed copies of your 1040 tax return. * I am attaching my **2022 signed copy of my 1040**. * Ifiled an Amended 2022 Tax Return. If you select this option you must submit a signed copy of your 1040 document tax return and a signed copy of your 1040X. * I did not file a 2022 Tax Return **AND** I am not required to file a Tax Return. If you select this option, list your employer(s) and income earned and attach W-2s or Wage & Earnings Statement from the IRS. * I did not file a 2022 Tax Return and did not have earnings in 2022. **If you did not file a 2022 Tax Return and did not have earnings in 2022 you must submit a letter from the IRS verifying your no filing status.** | | | |
| **Employer** | **Earnings/Income** | **Employer** | **Earnings/Income** |
|  | $ |  | $ |
|  | $ |  | $ |
|  | $ |  | $ |
|  | $ |  | $ |

|  |  |
| --- | --- |
| Enter the amounts of earned and/or untaxed income and benefits you received from January 1, 2022 – December 31, 2022.  Enter **zero** when appropriate. **Do not leave any item blank** | |
| **STUDENT** | **Enter YEARLY Amounts** |
| $ | IRA deductions and payments to self-employed SEP, SIMPLE, Keogh and other qualified plans from IRS Form 1040-.Schedule 1 Line 15 plus 19. |
| $ | Tax exempt interest income from IRS Form 1040-line 2a. |
| $ | Untaxed portions of IRA distributions and Untaxed portions of pensions from IRS Form 1040-lines (4a + 5a) minus (4b + 5b). Exclude rollovers. If negative, enter a zero here. |
| $ | Education Credits (American Opportunity, Hope of Lifetime Learning tax credits) from IRS form 1040-Schedule 3 line 3. |

## **D: Required Signatures**

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| I affirm that the information provided in this application and other Student Aid & Scholarships 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 2024-2025 academic year as stated in the Conditions of Award Packet and Satisfactory Academic Progress Policy available on the Student Aid & Scholarships website. | |
| **Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | **Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_** |

Clover Park Technical College does not discriminate on the basis of race, color, national origin, age, perceived or actual physical or mental disability, pregnancy, genetic information, sex, sexual orientation, gender identity, marital status, creed, religion, honorably discharged veteran or military status, or use of a trained guide dog or service animal. For inquiries please contact **Title IX coordinator** James Neblett, Associate Vice President for Human Resources & Culture, 253-589-5533, [james.neblett@cptc.edu](mailto:james.neblett@cptc.edu); or **Section 504/disability coordinator** Melissa Medina, Manager of Student Disability Services, 253-589-5755, [melissa.medina@cptc.edu](mailto:melissa.medina@cptc.edu). All offices are located in Building 17, 4500 Steilacoom Blvd SW, Lakewood, WA 98499.