# Completing the V1 Independent Verification Worksheet in ProEd

Access your Student Center on CUNYfirst then select "Tasks and Holds" tile to view your To Do List.

Select the Verify My FAFSA item in your To Do List for your college of enrollment, then click the link to access the CUNY Financial Aid ProVerifier + Portal using your CUNYfirst credentials.

## Task Details ✕

**Verify My FAFSA**

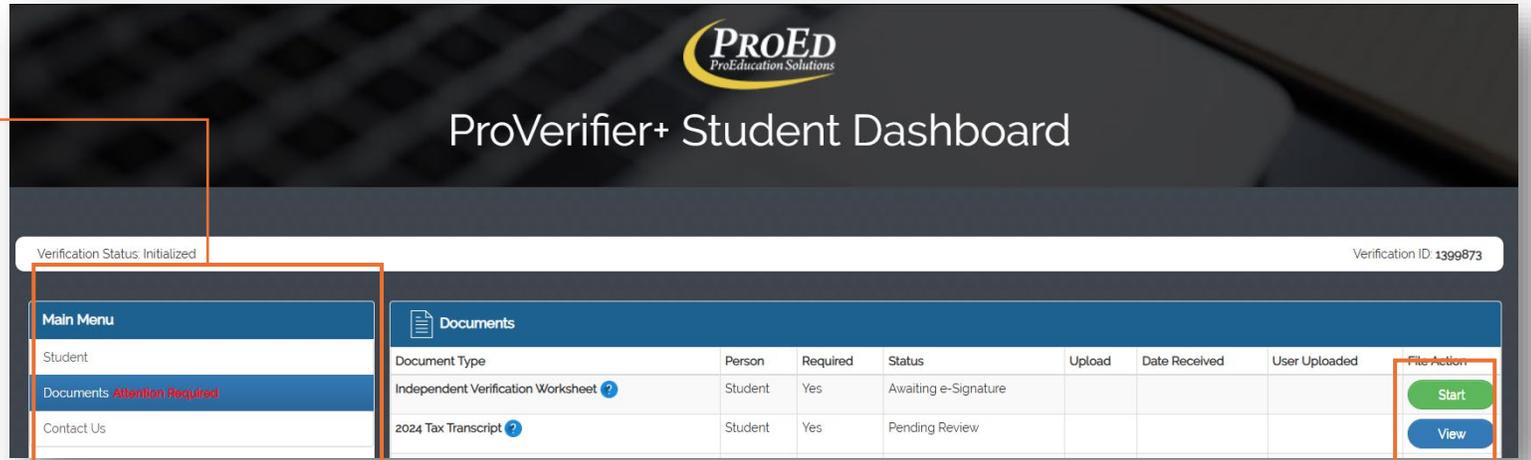| | |
|---|---|
| Institution | Borough of Manhattan CC |
| Aid Year | Financial Aid Year 2026-2027 |
| Due Date | 01/28/2026 |
| Contact Name | Borough of Manhattan Community College |
| Department | Panther Station - S225 |
| Phone | 212/220-1430 |
| | finaid@bmcc.cuny.edu |

**Click Here for ProVerifier+**

The results of your FAFSA have been received by the college and before your federal aid eligibility can be confirmed, you must resolve outstanding FAFSA task(s). Access your Student Center on CUNYfirst then select "Tasks and Holds" tile to view your "To Do List". Select the Verify My FAFSA "To Do List" item for your college of enrollment and click the link to access the CUNY Financial Aid ProVerifier+ Portal.

Use your CUNYfirst Login and password to access ProVerifier+, a secure student financial aid portal which enables students to complete FAFSA task(s) from their smart phone, tablet or computer. You will receive an email from no-reply-verifymyFAFSA@cuny.edu, with additional information and next steps.

**BMCC**

From the main menu, select Documents to access the worksheet and other assigned tasks.

Select the Start button to begin the web form.

Select your marital status as of the date the FAFSA was completed from the drop-down menu, then click next.
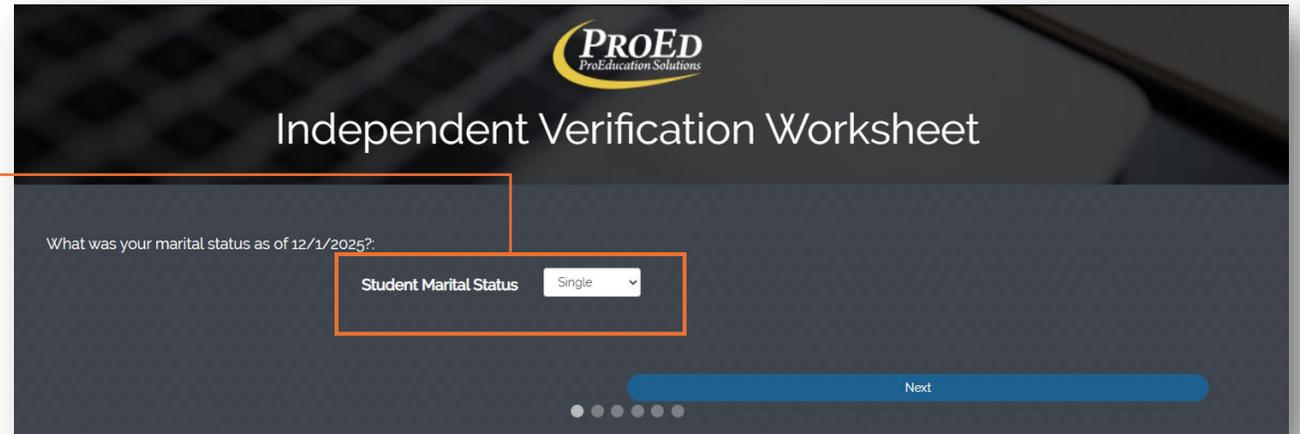
Independent Verification Worksheet

What was your marital status as of 12/1/2025?:

Student Marital Status  Single

Next

Select Yes if you have children you support.  If not, select No and click next.

If Yes, click the Add Family Member button to add your children.

**Independent Verification Worksheet**

Do you have any children?:

Yes

Who to Report:

- Any child who lives in your household and is financially supported by you.
- Any child who lives on campus at a college/university but is supported financially by you.

A child is considered financially dependent on you if you provide more than half of their financial support from July 1, 2026 through June 30, 2027.

Click "Add Family Member" to report the names of the child in your household.

**FAMILY SIZE**

| Name of Family Members (include self) | Relationship to Student | Date of Birth | Email | |
|---|---|---|---|---|
| Chris McCharty | Self | 02/02/2006 | proedtest+225561332@gmail.com | |

Add Family Member

Previous          Next

The following page will ask if you support anyone other than your children. Select Yes if you do and if they receive at least half of their financial support from you or your spouse (if married). If not, select No, then click next.
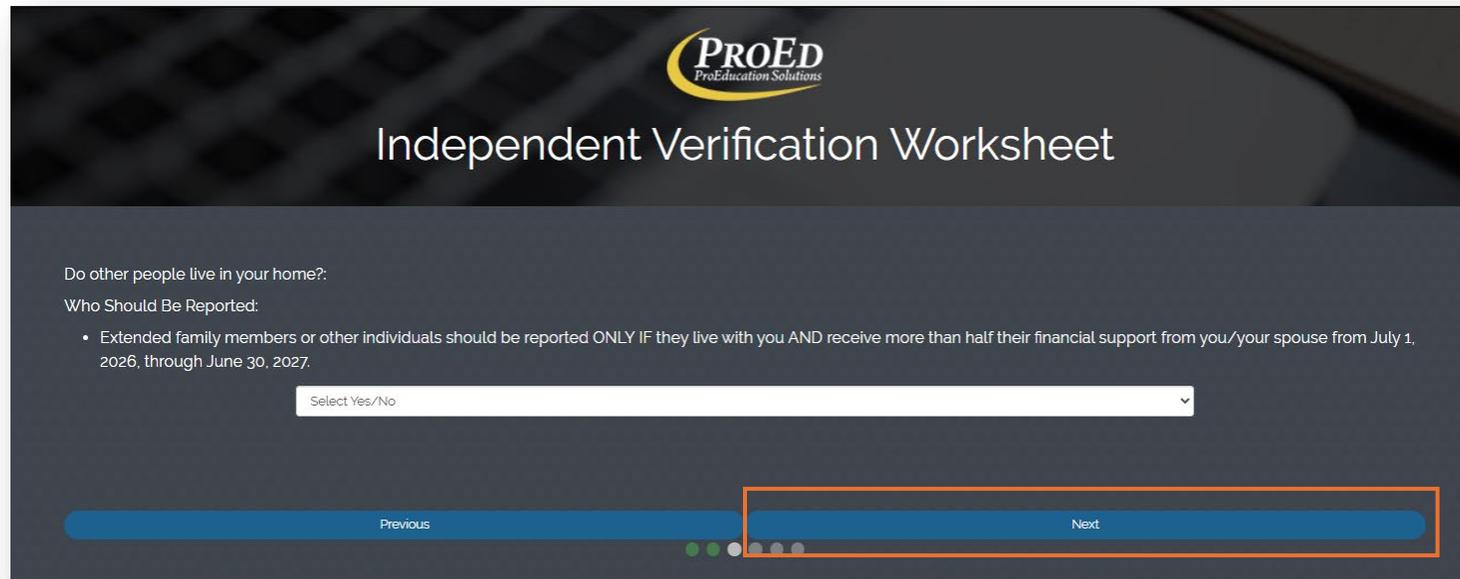
**Independent Verification Worksheet**

Do other people live in your home?:

Who Should Be Reported:

- Extended family members or other individuals should be reported ONLY IF they live with you AND receive more than half their financial support from you/your spouse from July 1, 2026, through June 30, 2027.

Select Yes/No

Previous | Next

Review this page to ensure you have entered the correct family size. Once you confirm it is correct, click next.

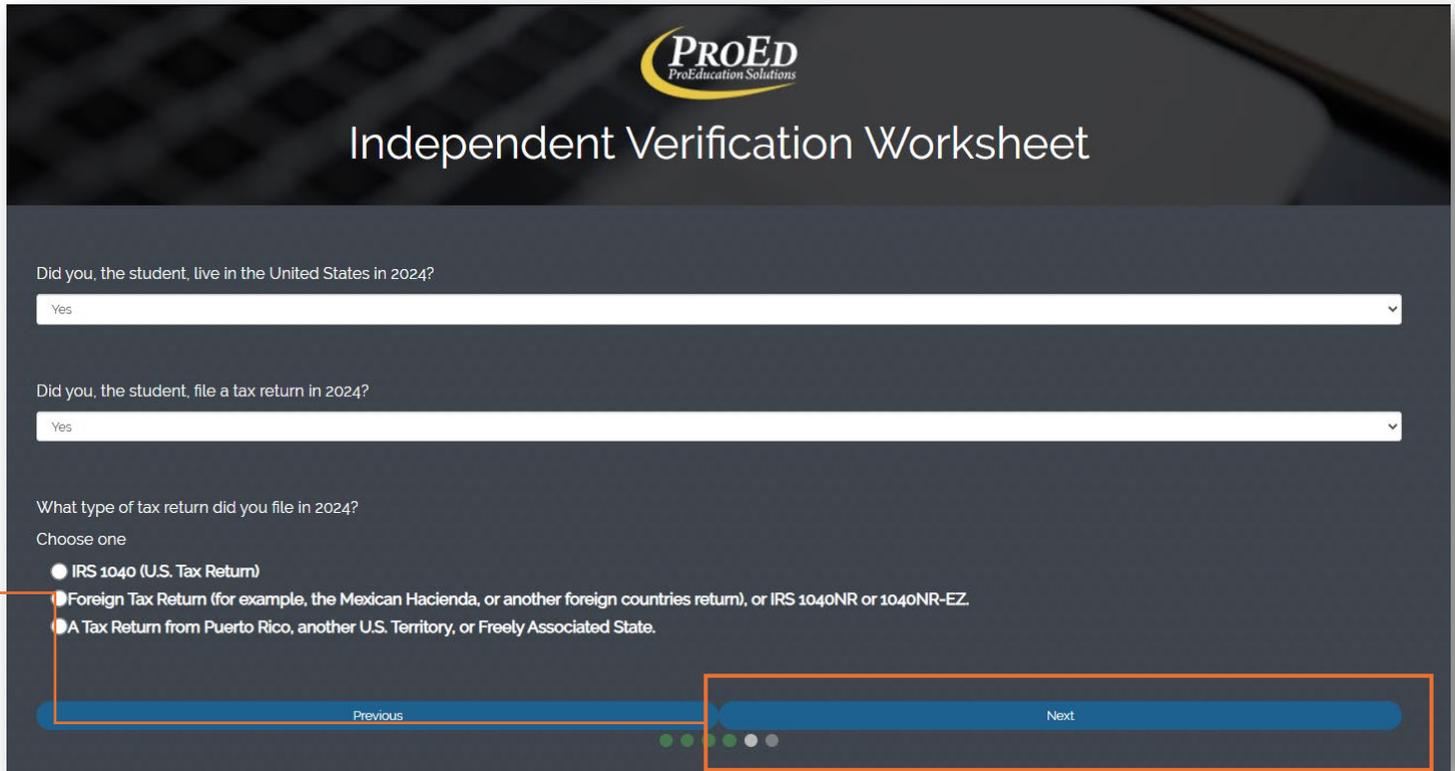Answer the following questions as applicable. If you or your spouse (if married) filed taxes or earned income in 2024, you may need to provide a copy of your tax return or W2 forms, then, click next.

**Independent Verification Worksheet**

Did you, the student, live in the United States in 2024?

Yes

Did you, the student, file a tax return in 2024?

Yes

What type of tax return did you file in 2024?
Choose one
○ IRS 1040 (U.S. Tax Return)
○ Foreign Tax Return (for example, the Mexican Hacienda, or another foreign countries return), or IRS 1040NR or 1040NR-EZ.
○ A Tax Return from Puerto Rico, another U.S. Territory, or Freely Associated State.

Previous     Next

**Tip:** Always use the IRS data transfer feature on your FAFSA. This can save you from submitting tax documents to the financial aid office, since your information is verified automatically.

Confirm that you have completed the verification worksheet correctly. Click the preview button to review and edit your answers if needed. Once everything is filled out correctly, scroll to the bottom of the page to begin the electronic signature process.
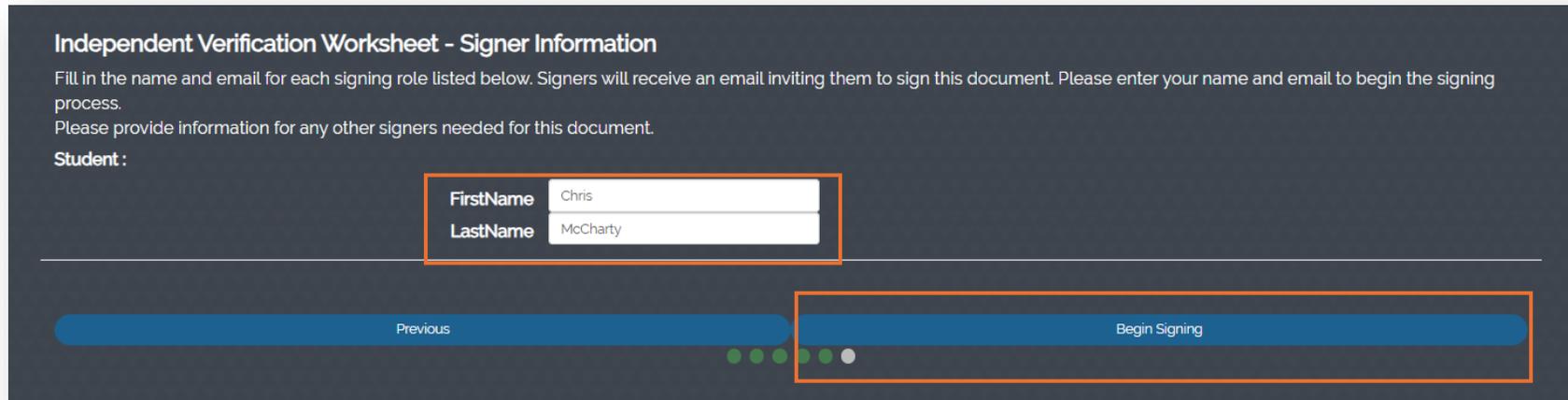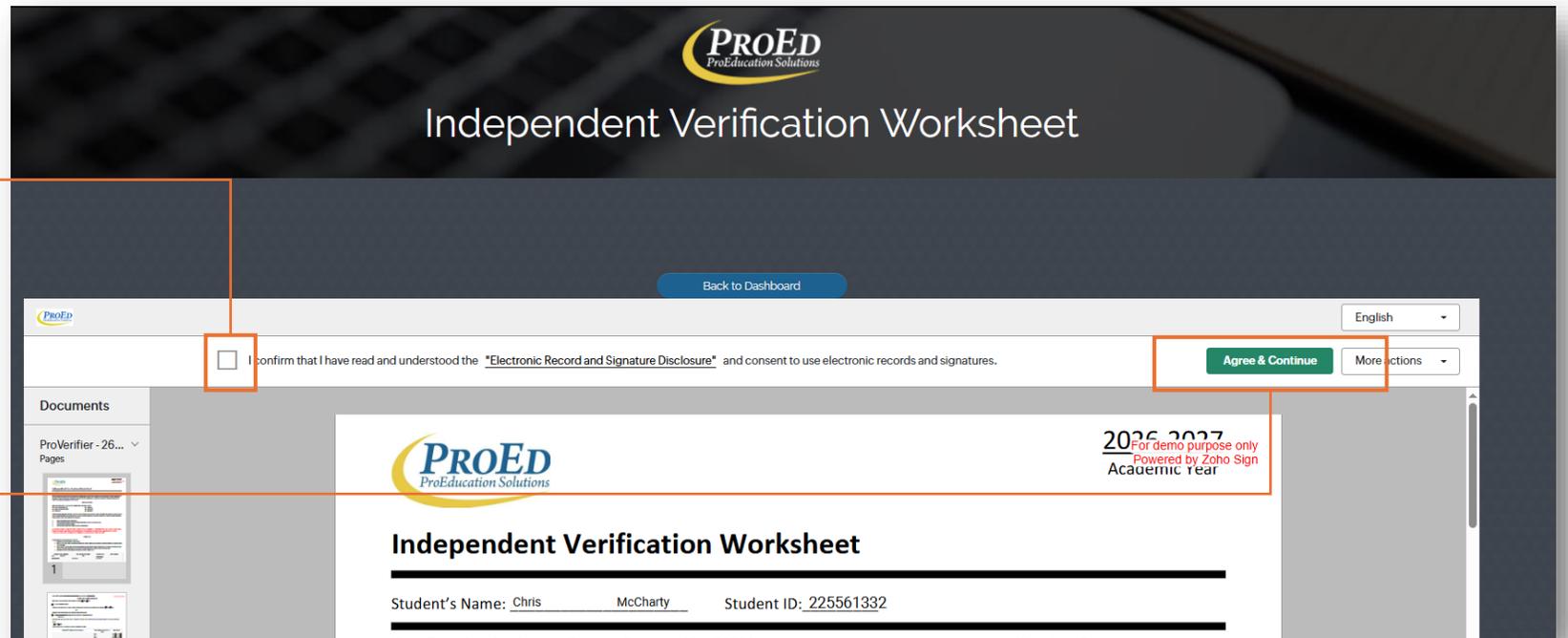


Enter your first and last name, then click the Begin Signing button.

**Important:** Once you proceed to the next page, you cannot go back to edit the information. Make sure that the form is completed and correct before clicking Begin Signing.
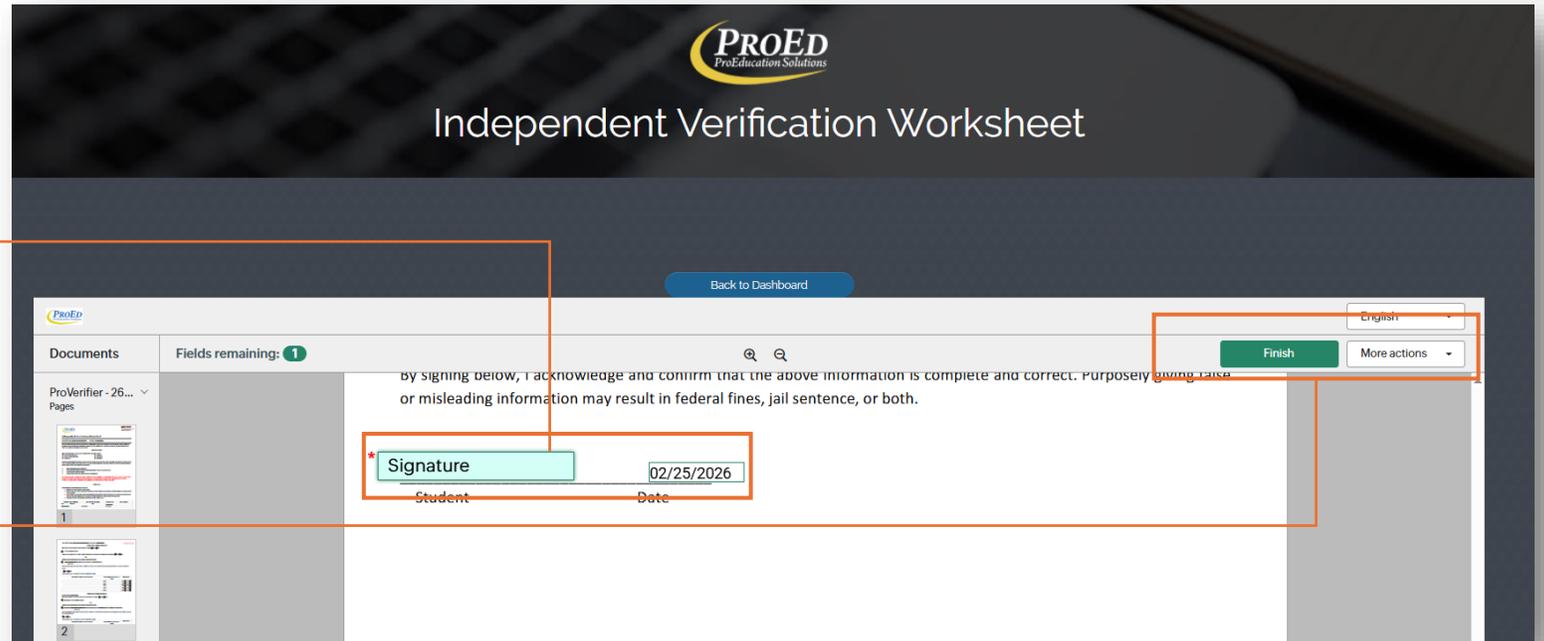
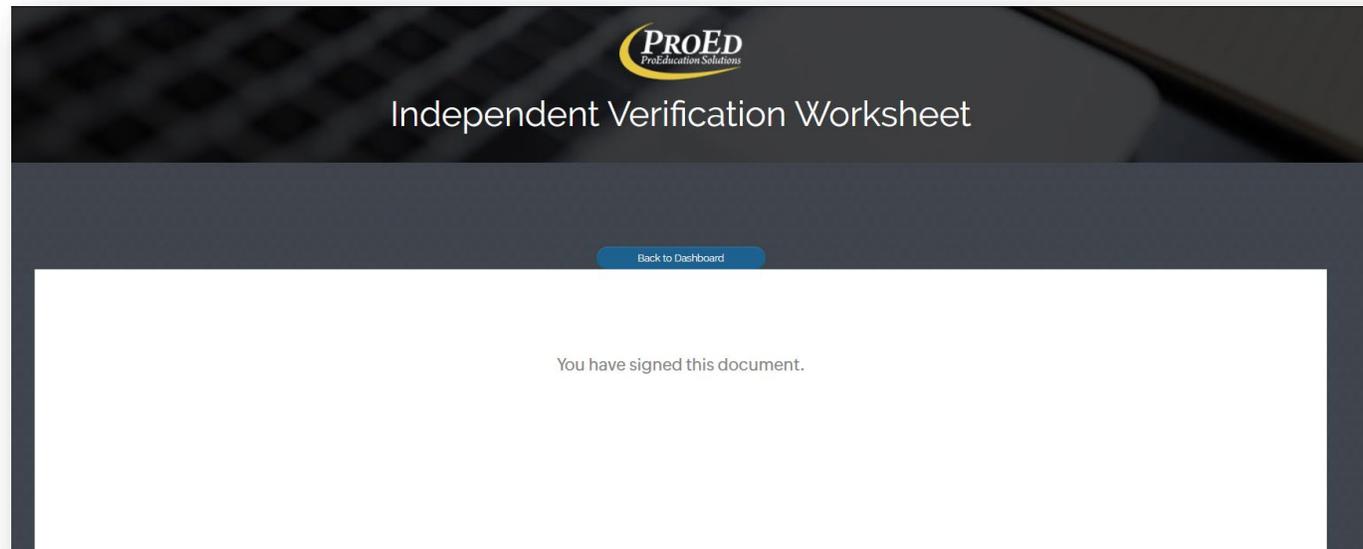Check the box after you have read the Electronic and Signature Disclosure.

Then, click on Agree and Consent.

Scroll to the bottom of the page to begin your electronic signature.

Then, click the Finish button.

Independent Verification Worksheet

Back to Dashboard

You have signed this document.

You have successfully completed the verification worksheet. If other task are listed under your main menu in Documents, be sure to complete them all. The Financial Aid Office will not be able to begin the review process until all tasks are completed.