

# 2008-2009 Verification Worksheet

## DEPENDENT STUDENT

Your application was selected for review in a process called "Verification." In this process, the school will be comparing information from your application with signed copies of your and your parent(s)' 2007 tax forms, or with W-2 forms or other financial documents. If there are differences between your application information and your financial documents, the school will send corrections electronically, to have your information reprocessed.

You are required by law to provide all requested documents. Try to complete verification as soon as possible, so that your financial aid won't be delayed.

What you should do:

1. Collect your and your parent(s)' financial documents (signed income tax forms, W-2 forms, etc.).
2. Fill in and sign the worksheet—you and at least one parent.
3. Return the completed worksheet, tax forms and any other documents requested to the Office of Financial Aid.
4. The Office of Financial Aid will compare information on the documents and make necessary corrections and electronically send it back to the application processor.

### A. STUDENT INFORMATION

<hr/>	<hr/>	<hr/>	<hr/>
Last name	First name	M.I.	Social Security Number
<hr/>			<hr/>
Address (include apt. no.)			Date of Birth
<hr/>			
<hr/>	<hr/>	<hr/>	<hr/>
City	State	Zip Code	Phone number (include area code)

### B. FAMILY INFORMATION

List the people that your parent(s) will support between July 1, 2008 and June 30, 2009. Include:

- your parent(s)
- your parent(s)' dependent children (if your parent(s) provide more than half support, or if they would be required to give parental information when applying for Federal student aid.)

Include other people as part of your family only if:

- they lived with your parent(s) and received more than half their support from your parent(s) at the time you completed your student aid application  
AND
- they will continue to get more than half their support from July 1, 2008 through June 30, 2009.

Write the names of all household members excluding yourself. Also write in the name of the college for any household member (excluding parents/step parents) who will be attending college at least half-time between July 1, 2008 and June 30, 2009 and will be enrolled in a degree or certificate program.

<i>Full Name</i>	Age	Relationship	College

**C. STUDENT & PARENTS TAX FORMS AND INCOME INFORMATION**

**DEPENDENT**

1. For all tax filers include a photocopy of the 2007 IRS Income Tax Return filed. If you did not keep a copy of the tax return, request a printout from the Internal Revenue Service or a copy from your tax preparer.

**STUDENT**

Check here if attaching signed tax return or will forward tax return when completed.

Check here if you will not file and are not required to file a 2007 U.S. Income Tax Return.

**PARENT**

Check here if attaching signed tax return or will forward tax return when completed.

Check here if your parent(s) will not file and are not required to file a 2007 U.S. Income Tax Return.

2. If you or your parent(s) did not file and are not required to file a 2007 IRS Income Tax Return, list below your employer(s) and any income earned from work received in 2007. **IF ANSWER IS ZERO OR DOES NOT APPLY, YOU MUST ENTER 0.**

STUDENT AMOUNT	SOURCES (USE THE W-2 FORM OR OTHER EARNINGS STATEMENTS)	PARENT AMOUNT
\$		\$
\$		\$

3. On chart below list all untaxed income received in 2007 for both student and parent(s). If answer is zero or does not apply, you must enter 0.

STUDENT	CALENDAR YEAR 2007	PARENT(S)
\$	A. Payments to tax-deferred pension and savings plans (paid directly or withheld from earnings), including but not limited to amounts reported on the W-2 Form in Box 12a through 12d, codes D, E, F, G, H, and S	\$
\$	B. IRA deductions and payments to self-employed SEP, SIMPLE, and Keogh and other qualified plans from IRS Form 1040- line 28 + line 32 or 1040A -line 17	\$
\$	C. Child support received for all children. Don't include foster care or adoption payments.	\$
\$	D. Welfare benefits, including Temporary Assistance for Needy Families (TANF). Don't include food stamps or subsidized housing	\$
\$	E. Tax exempt interest income from IRS Form 1040-line 8b or 1040A-line 8b	\$
\$	F. Foreign income exclusion from IRS Form 2555-line 45 or 2555EZ-line 18	\$
\$	G. Untaxed portions of pensions from IRS Form 1040-(line 16a minus 16b) or 1040A—lines (12a minus 12b). Excluding rollovers. If negative, enter a zero	\$
\$	H. Credit for federal tax on special fuels from IRS Form 4136-line 20 non-farmers only	\$
\$	I. Social Security benefits that were not taxed such as SSI	\$
\$	J. Housing, food and other living allowances paid to members of the military, clergy and others (including cash payments and cash value of benefits)	\$
\$	K. Earned income credit from IRS Form 1040-line 66a; 1040A-line 40a; 1040EZ-line 8a.	\$
\$	L. Veterans' noneducation benefits such as Disability, Death Pension, or Dependency & Indemnity Compensation (DIC) and/or VA Educational Work-Study Allowances	\$
\$	M. Other untaxed income not reported elsewhere on Worksheet A and B, such as Workers' compensation, untaxed portions of railroad retirement benefits, Black Lung Benefits, disability, etc. Tax filers only: report combat pay not included in AGI. Don't include student aid, Workforce Investment Act educational benefits, combat pay if you are not a tax filer, or benefits from flexible spending arrangements e.g., cafeteria plans.	\$
\$	N. Additional child tax credit from IRS Form 1040--line 68 or 1040A-line 41	\$
\$	Q. Cash received or any money paid on your behalf, not reported on this form	\$
Total		Total

**D. SIGN THIS WORKSHEET**

By signing this worksheet, we certify that all the information reported to qualify for Federal student aid is complete and correct. At least one parent must sign.

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

\_\_\_\_\_  
Student Date

\_\_\_\_\_  
Father/Stepfather Date

\_\_\_\_\_  
Mother/Stepmother Date

**SEND THIS FORM TO THE OFFICE OF FINANCIAL AID. DON'T FORGET YOUR TAX FORMS.**