



2011-2012 Verification Worksheet

Federal Student Aid Programs

Dependent

FORM APPROVED
OMB NO. 1845-0041

Your application was selected for review in a process called "Verification." In this process, your school will be comparing information from your application with signed copies of your and your parent(s)' 2010 Federal tax forms, or with W-2 forms or other financial documents. The law says we have the right to ask you for this information before awarding Federal aid. If there are differences between your application information and your financial documents, you or your school may need to make corrections electronically or by using your Student Aid Report (SAR).

Complete this verification form and submit it to your financial aid administrator as soon as possible, so that your financial aid won't be delayed. Your financial aid administrator will help you.

What you should do

1. Collect your and your parent(s)' financial documents (signed Federal income tax forms, W-2 forms, etc.).
2. Talk to your financial aid administrator if you have questions about completing this worksheet.
3. Complete and sign the worksheet—you and at least one parent.
4. Submit the completed worksheet, tax forms, and any other documents your school requests to your financial aid administrator.
5. Your financial aid administrator will compare information on this worksheet and any supporting documents with the information you submitted on your application. You or your school may need to make corrections electronically or by using your SAR.

A. Student Information

Last name	First name	M.I.	Social Security Number
Address (include apt. no.)			Date of birth
City	State	ZIP Code	Phone number (include area code)

B. Family Information

List the people in your parent(s)' household, including:

- yourself and your parent(s) (including stepparent) even if you don't live with your parents, and
- your parents' other children, even if they don't live with your parent(s), if (a) your parents will provide more than half of their support from July 1, 2011 through June 30, 2012, or (b) the children would be required to provide parental information when applying for Federal Student Aid, and
- other people if they now live with your parents, and your parents provide more than half of their support and will continue to provide more than half of their support from July 1, 2011 through June 30, 2012.

Write the names of all household members in the space(s) below. Also write in the name of the college for any household member, excluding your parent(s), who will be attending at least half time between July 1, 2011 and June 30, 2012, and will be enrolled in a degree, diploma, or certificate program. If you need more space, attach a separate page.

Full Name	Age	Relationship	College
Missy Jones (example)	18	Sister	Central University
		Self	

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 1845-0041. The time required to complete this information collection is estimated to average twelve minutes, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection. If you have any comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to: US Department of Education, Washington, DC 20202-5345.

C. Income Information

Dependent

STUDENT:

All students should complete the STUDENT column on the following worksheet, providing documentation where indicated. You must also attach a copy of your signed 2010 U.S. Federal Tax Return. If you will not and are not required to file a 2010 Tax Return, please check the appropriate statement(s) below:

- By checking this box, I certify that I am not required to file a U.S. Federal Income Tax Return.
- I will not file for 2010.

PARENT(S):

You and your spouse, if married, should complete the PARENT column on the following worksheet, providing documentation where indicated. You must attach a copy of your signed 2010 U.S. Federal Tax Return(s). If you will not and are not required to file a 2010 Tax Return, please check the appropriate statement(s) below:

- By checking this box, I/we certify that I/we are not required to file a U.S. Federal Income Tax Return.
- Mother/Stepmother will not file for 2010.
- Father/Stepfather will not file for 2010

*If you do not have copies of your W-2s, contact your employer(s) for a duplicate copy. You may also contact the IRS at 1-800-829-1040 to request a tax transcript.

IF THE AMOUNT IS ZERO, PLEASE ENTER \$0.00. NO SECTION SHOULD BE LEFT BLANK.

Student		Parents
\$	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 Boxes 12a through 12d, codes D,E,F,G,H, and S.	\$
\$	Child support <i>received</i> for all children. Don't include foster care or adoption payments.	\$
\$	Housing, food and other living allowances paid to members of the military, clergy, and others (including cash payments and cash value of benefits). Don't include the value of on-base military housing or the value of a basic military allowance for housing.	\$
\$	Veteran's noneducation benefits such as Disability, Death Pension or Dependency & Indemnity Compensation (DIC) and/or VA Educational Work-Study allowances.	\$
\$	Other untaxed income/benefits not reported in items 44a through 44h, such as worker's compensation, disability, etc. Also include first-time homebuyer tax credit from IRS Form 1040-line 67. DO NOT INCLUDE student aid, earned income credit, additional child tax credit, welfare payments, untaxed Social Security benefits, Supplemental Security income, Workforce Investment Act educational benefits, on-base military housing or a military housing allowance, combat pay (if you are not a tax filer), benefits from flexible spending arrangements (e.g., cafeteria plans), foreign income exclusion or credit for federal tax on special fuels.	\$
\$	Money <i>received</i> , or paid on your behalf, not reported elsewhere on this form.	\$
\$	Child support <i>paid</i> . Don't include support for children who are included in your household size in question #93.	\$
\$	Taxable earnings from need-based employment programs, such as Work-Study and need-based employment portions of fellowships and assistantships.	\$
\$	Student grant and scholarship aid reported to the IRS in your adjusted gross income. Includes AmeriCorps benefits (awards, living allowances and interest accrual payments) as well as grant and scholarship portions of fellowships and assistantships.	\$
\$	Combat pay or special combat pay. Only enter the amount that was taxable and included in your adjusted gross income.	\$
\$	Earnings from work under a cooperative education program offered by a college.	\$

Did you or your parent receive the Making Work Pay Credit (1040-line 63; 1040A-line 40) in 2010? Yes No

Did you or your parent receive the First-time Homebuyer Credit (1040- line 67) in 2010? Yes No

D. Sign this Worksheet

By signing this worksheet, we certify that all 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