

2009 - 2010 Verification Worksheet

Federal Student Aid Programs

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 spouse's 2008 Federal tax forms, or with W-2 forms or other financial documents. The Federal Department of Education requires us to ask you for this information before awarding Federal aid. If there are differences between your application information and your financial documents, we may need to make corrections.

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

What you should do

1. Collect your (and your spouse's) financial documents (signed Federal income tax forms, W-2 forms, etc.).
2. Talk to your financial aid counselor if you have questions about completing this worksheet.
3. Complete and sign the worksheet.
4. Submit the completed worksheet, tax forms, and any other documents your school requests to your financial aid counselor.
5. Your financial aid counselor will compare information on this worksheet and any other supporting documents with the information you submitted on your application. We may need to make corrections.

A. Student Information

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

B. Family Information

List the people in your household, include:

- Yourself and your spouse if you have one; and
- Your children, if you will provide more than half of their support from July 1, 2009 through June 30, 2010, even if they do not live with you; and
- Other people if they now live with you, and you provide more than half of their support and will continue to provide more than half of their support from July 1, 2009 through June 30, 2010.

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, 2009 and June 30, 2010, 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)	24	Wife	Central University
		Self	

C. Student's and Spouse's Tax Forms and Income Information (all applicants)

Independent

1. Check only one box below. Tax returns include the 2008 IRS Form 1040, 1040A, 1040EZ, a tax return from Puerto Rico, or a foreign income tax return. If you did not keep a copy of your tax return, request a copy from your tax preparer or request an Internal Revenue Service form that lists tax account information.

- Check here if you are attaching a signed copy of your tax return.
- Check here if a signed tax return will be submitted to the school by _____ (date).
- Check here and attach spouse's signed tax return if your spouse filed a separate return.
- Check here if you and/or your spouse will not file and are not required to file a 2008 U.S. Income Tax Return.

Other untaxed income. See question 47 of the FAFSA

You reported _____ in untaxed income on the FAFSA indicate the amounts below

	Student	Spouse
Payments to tax deferred pension and savings plans including but not limited to amounts listed on the W-2 forms in Boxes 12a through 12d codes D, E, F, G, H and S		
IRA Deductions and payments to self employed SEP, SIMPLE, Keogh and other qualified plans from the 1040 line 28 + line 32 or 1040A line 17.		
Child Support received for all children. Don't include foster care or adoption payments		
Tax Exempt Interest income from the 1040 or 1040A line 8b		
Untaxed IRA Distributions from 1040 lines (15a minus 15b) or 1040A lines(11a minus 11b) Exclude rollovers. If negative enter a zero here		
Untaxed Pensions from 1040 lines(16a minus 16b) or 1040A (12a minus 12b) Exclude rollovers If negative enter a zero here		
Housing, food, and other living allowances paid to members of the military, clergy and others including cash payments and cash value of benefits		
Veterans Non-Educational Benefits such as disability, Death Pensions, or Dependency & Indemnity Compensation (DIC) and/or VA Educational Work Study allowances.		
Other Untaxed Income not reported, such as workers' compensation, disability, etc. Don't include student aid, earned income credit, additional child tax credit, welfare payments, untaxed social security benefits, supplemental security income, workforce investment act educational benefits, combat pay, benefits from flexible spending, foreign income exclusion or credit for federal tax on special fuels		
Money received or paid on your behalf (e.g. bills), not reported elsewhere on this form.		

D. Additional Financial Information

TOTALS

See question 46 of the FAFSA

You reported _____ on question 46 on the FAFSA indicate the amounts below

	Student	Spouse
Education Credits from IRS form 1040 line 50 or 1040A line 31		
Child Support Paid because of divorce or separation or as a result of a legal requirement. Don't include support for children in your household, as reported in question 96		
Taxable earnings from need-based employment programs, such as Federal Work Study and need based employment portions of fellowships and assistant ships		
Student grant and scholarship aid reported to the IRS in your adjusted gross income. Include AmeriCorps benefits 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. Do not enter untaxed combat pay reported on the W-2 box 12 Code Q		

TOTALS

E. Sign this Worksheet

Each person signing this worksheet certifies that all the information reported on it is complete and correct. If married, spouse's signature is optional.

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

Student Date

Spouse Date

Make sure that your tax forms are signed and then return this worksheet and supporting documents to the financial aid office at VTC.