



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 2008 Federal tax forms (**and your spouse's if you are married, or parents' if you are considered dependent for federal aid purposes**) along with **W-2's and Schedules**. The law says we have the right to ask you for this information before awarding Federal Student Aid. Complete this form as soon as possible, so that your financial aid won't be delayed. **Your financial aid will not be processed until verification requirements are complete.** Your school must review the requested information, under the Financial Aid Program rules (34 CFR, Part 668).

<i>Student Last Name</i>	<i>Student First Name</i>	<i>MI</i>	<i>Banner ID</i>
<i>Email Address</i>		<i>Date of Birth</i>	
<i>Permanent Address (include apt #)</i>		<i>City</i>	<i>State</i> <i>Zip Code</i>
<i>Phone Number (include area code)</i>			

What you should do:

1. Collect your (and your spouse's or parents') financial documents (signed Federal income tax forms, 1040, 1040A, 1040EZ) along with W-2's and Schedules.
2. Talk to your financial aid administrator if you have questions about completing this worksheet.
3. **Complete the "Student and Family Information" sections and sign the worksheet** - you (and your spouse or at least one parent).
4. Mail the completed worksheet, **tax forms** (along with W-2's and Schedules), and any other documents to the Student Financial Aid Office (SFAO) address located on the back of this worksheet.
5. Your financial aid administrator will compare information on these documents and make corrections if necessary. If there are differences between your application information and your financial documents, the SFAO will send corrections electronically to have your information reprocessed.

STEP 1

Please check the appropriate box.

- Dependent Students:** List the names of all family members who reside in the household that your parents will support from July 1, 2008 through June 30, 2009. Include yourself (even if you do not live with your parent), your parents/step-parents, your parents' dependent children, (if your parents provide more than half of their support and will continue to provide more than half of their support from July 1, 2008 - June 30, 2009) and include other people if they now live with your parents and they will receive more than half of their support for the same period above.

Full Name	Age	Relationship	College	Date of Birth
		Self	NC A&T State University	

- Independent Students:** List the names of all family members who reside in the household that you (and your spouse) will support from July 1, 2008 through June 30, 2009. Include yourself, your spouse, and your dependent children (if you provide more than half of their support).

Full Name	Age	Relationship	College	Date of Birth
		Self	NC A&T State University	

Name _____

Banner# _____

STEP 2

Tax Forms and Income Information

1. All tax filers must submit a signed copy of the 2008 completed Federal Income Tax returns (1040, 1040A, 1040EZ) along with W-2's and all schedules. Please indicate below if you completed a 2008 Federal Tax return:

- (Student) Your Spouse Your Parent(s)/Stepparent

If you and/or your parent(s) did not keep a copy of your tax return, you must request form 1722 or RTFTP from the Internal Revenue Service by calling 1-800-829-1040

2. Check the box for those people who will not and are not required to file a 2008 Federal Income Tax Return. Both tax filers and non-tax filers must list any untaxed income (i.e. social security, child support) received in 2008 below. **You must submit a copy of your W-2/1099 form if you had earnings and did not file federal taxes.**

- (Student) Your Spouse Your Father/Stepfather Your Mother/Stepmother

(Please complete this section only if you/parent worked and did not or were not required to file taxes.)

Name of Employer or Sources of Untaxed Income	Student Amount	Parent(s) or Spouse Amount
Source of Income:	\$	\$
Source of Income:	\$	\$
Source of Income:	\$	\$

Student and Parent's 2008 Untaxed Income

Independent Student:

Please indicate below any of the following that apply to you (and your spouse) for the 2008 tax year in the column on the left. Please refer to question 47 of the FAFSA.

Dependent Student:

Please indicate below any of the following that apply to your parents for the 2008 tax year in the column on the right. Please refer to question 95 of the FAFSA.

STUDENT/SPOUSE	PARENT(S)
\$ _____ Payments to tax-deferred pension and savings plans (paid directly or withheld from earnings), including, but not limited to, amounts reported on the W2 form in Boxes 12a – 12d, codes D, E, F, G, H, and S.	\$ _____
\$ _____ IRA deductions and payments to self-employed SEP, SIMPLE, and Keogh and other qualified plans from IRS Form 1040line 28 + line 32 or 1040-A line17	\$ _____
\$ _____ Child support received for all children. Don't include foster care or adoption payments	\$ _____
\$ _____ Tax exempt interest income from IRS Form 1040 line 8b or 1040-A line 8b	\$ _____
\$ _____ Untaxed portions of IRA distributions from IRS Form 1040 lines (15a minus 15b) or 1040-A lines (11a minus 11b). Exclude rollovers. If negative, enter a zero here.	\$ _____
\$ _____ Untaxed portions of pensions from IRS Form 1040 lines (16a minus 16b) or 1040-A lines (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 (including cash payments and cash value of benefits)	\$ _____
\$ _____ Veterans' non education benefits such as Disability, Death Pension, or Dependency & Indemnity compensation (DIC) and/or VA Educational Work Study allowances	\$ _____
\$ _____ Any other untaxed income or benefits not reported such as worker's compensation, 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 arrangements (e.g., cafeteria plans), 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	\$ _____

Name _____

Banner# _____

Student and Parent's 2008 Additional Financial Information

Independent Student

Please indicate below any of the following that apply to you (and your spouse) for the 2008 tax year in the column on the left. Please refer to question 46 of the FAFSA.

Dependent Student

Please indicate below any of the following that apply to your parents for the 2008 tax year in the column on the right. Please refer to question 94 of the FAFSA.

- | | |
|---|----------|
| \$ _____ Education credits (Hope and Lifetime Learning Credits) from IRS m 1040line50; or 1040Aline 31. | \$ _____ |
| \$ _____ Child Support paid because of divorce or separation. Do not include support for children in your (or your parents') household, as reported in question 96 (or question 75 for your parents). | \$ _____ |
| \$ _____ Taxable earnings from Federal Work Study or other need-based work programs | \$ _____ |
| \$ _____ 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. Do not enter untaxed combat pay reported on the W2 (Box 12, code Q). | \$ _____ |

Student and Parent Required Signatures

Certification

By signing this worksheet, I (we) certify that all the information reported to qualify for Federal Student Aid is complete and correct.

Student Signature _____

Date _____

Parent Signature _____

Date _____

Relationship to student _____

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

Do not mail this worksheet to the Department of Education.

Make sure that federal tax returns are signed and include all schedules and W-2's

Mail or Fax completed form to:
North Carolina A&T State University
Student Financial Aid Office
1601 E. Market Street, Room 100
Greensboro, North Carolina 27411
Fax #: (336) 334-7954