



2008-2009 Verification Worksheet

Federal Student Aid Programs

Return to: UT-HSC Student Financial Aid
3000 Arlington, Mail Stop 1044
Toledo, Ohio 43614-2598

Your application was selected for review in a process called "verification." In this process, we are required by federal law (34 CFR, Part 668) to compare the information from your application with the information provided on this form and with signed copies of your 2007 federal tax forms (and your spouse's if you are married) and/or your 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 and the documents you've submitted, corrections may need to be made. **We cannot process your financial aid until verification has been completed, so please provide the required documents as soon as possible.**

What you should do:

1. Collect your (and your spouse's) financial documents (signed Federal income tax forms, W-2, etc.).
2. **Complete the sections checked and sign the worksheet**
3. Contact us if you have questions about completing this worksheet.
4. Bring or mail the completed worksheet, tax forms, and any other documents to our office. If information is missing, the form will be **returned to you**.
5. We will compare the information on these documents and make corrections if necessary.

A. Student Information

_____ Last Name	_____ First Name	_____ M.I.	_____ Social Security Number	
_____ Address (include apt. #)		_____ City	_____ State	_____ Zip Code
_____ Date of Birth	_____ E-mail Address		_____ Phone Number (include area code)	

B. Family Information

List the people living 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, 2008 through June 30, 2009, 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, 2008 through June 30, 2009.

Write the names of all household members. Also write in the name of the college for any family member, excluding your parent(s), who will be attending college at least half-time between July 1, 2008 and June 30, 2009, 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 (at least 1/2 time)
<i>Example: Martha Jones</i>	<i>24</i>	<i>Wife</i>	<i>City University</i>
		Self	

C. Tax Forms and Income Information

1. All tax filers must submit signed copies of all 2007 Federal Income Tax returns (IRS Forms 1040/1040A/1040EZ, tax returns from Puerto Rico or a foreign income tax returns) **AND** all W-2s for those people checked below:

- You Your spouse (if married)

If you did not keep a copy, call the IRS at 1-800-829-1040.

2. If you **did not and are not required** to file a 2007 Federal Income Tax Return. List below your employer(s) or any other source(s) of income received in 2007 (use W-2 forms, 1099's and/or other earning statements). Attach additional paper if necessary.

You Your spouse (if married)

Employer or Source of Income	Student Amount	Spouse Amount

3. Both tax filers and non-tax filers must list any **untaxed income** received in 2007. Be sure to enter zeros if no funds were received. (See Worksheets A and B of the Free Application for Federal Student Aid (FAFSA)). Failure to complete this section will delay the processing of your financial aid.

Student (spouse)	Calendar Year 2007	Parent(s) (step-parent)
	FAFSA WORKSHEET A:	
\$	Welfare benefits, including Temporary Assistance for Needy Families (TANF). Don't include food stamps or subsidized housing.	\$
\$	Earned income credit from IRS 1040 – line 66a; 1040A – line 40a; 1040EZ – line 8a	\$
\$	Additional child tax credit from IRS 1040 – line 68; 1040A – line 41	\$
\$	Social Security benefits received that were not taxed (such as SSI).	\$
	FAFSA WORKSHEET B:	
\$	Payments to tax-deferred pensions and savings plans (paid directly or withheld from earnings) including, but not limited to, amounts reported on W-2 Form Box 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 1040 – line 28 + 32 or 1040A – line 17	\$
\$	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 1040A – line 8b	\$
\$	Foreign income exclusion from IRS Form 2555 – line 45 or 2555EZ – line 18	\$
\$	Untaxed portions of IRA distributions from IRS Form 1040 – lines (15a minus 15b) or 1040A – 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 1040A – lines (12a minus 12b). Exclude rollovers. If negative, enter a zero here.	\$
\$	Credit for federal tax on special fuels from IRS Form 4136 – line 20 (non-farmers only)	\$
\$	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-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 elsewhere, such as workers' compensation, untaxed railroad retirement benefits, Black Lung Benefits, disability, etc. Tax Filers only: report combat pay not included in AGI (FAFSA questions 35 and 79). <i>Don't include student aid, WIA educational benefits, combat pay (if you are not a tax filer), or benefits from flexible spending arrangements, e.g., cafeteria plans.</i>	\$
\$	Money received, or paid on your behalf (e.g. bills), not reported elsewhere on this form.	\$XXXXXXXX
	FAFSA WORKSHEET C:	
\$	Education credits (Hope/Lifetime Learning tax credits) IRS 1040-line 50 or 1040A-line 31.	\$
\$	Child support paid because of divorce, separation, or legal requirement. Don't include support for children in your household, as reported in question 90 (parents – question 66).	\$
\$	Taxable earnings from Federal Work-Study or other need-based employment programs.	\$
\$	Student grants, scholarships, assistantship or fellowship aid, including AmeriCorps benefits, reported to the IRS in your AGI.	\$

D. Sign This Worksheet

By signing this worksheet, I (we) certify that all the information reported on this worksheet is complete and correct. **Warning:** If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.

Student's Signature

Date

Parent's Signature (for University-administered Aid Only)

Date