

# 2008-2009 Verification Worksheet

## Federal Student Aid Programs

FORM APPROVED  
OMB NO. 1845-0041

### DEPENDENT STUDENT

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)' 2007 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 may need to make corrections on your Student Aid Report (SAR), or your school may send corrections electronically, to have your information reprocessed.

Complete verification 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 one parent.
4. Take, FAX or mail the completed worksheet, tax forms, and any other documents your school needs to your financial aid administrator.
5. Your financial aid administrator will compare information on the documents. Your school may need to make corrections on your SAR and send it back to the application processor electronically.

*Your school must review the requested information under the financial aid program rules (CFR Title 34, Part 668).*

### A. Student Information

|                                    |            |          |                                  |
|------------------------------------|------------|----------|----------------------------------|
| Last Name                          | First Name | M.I.     | Social Security Number           |
| Address (include apartment number) |            |          | Date of Birth                    |
| City                               | State      | Zip Code | Phone Number (include area code) |

### B. Family Information

List the people in your parents' household; include:

- yourself, even if you don't live with your parents,
- your parent(s) and stepparent in this household,
- your parent(s)' dependent children (if your parent(s) will provide more than half of their support from July 1, 2008 through June 30, 2009, or if they would be required to provide parental information when applying for Federal student aid).

Include other people as part of your family only if:

- they now live 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 your parent(s) 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 parents) who will be attending college at least half time between July 1, 2008, and June 30, 2009, and who will be enrolled in a degree or certificate program. If you need more space, attach a separate page.

| Full Name             | Birthdate (mm-dd-year) | Relationship | College            |
|-----------------------|------------------------|--------------|--------------------|
| Janet Jones (example) | 01-06-1987             | 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: U.S. Department of Education, Washington, DC 20202-5345.

**C. Tax Forms and Income Information**

**Dependent**

1. *All tax filers must submit SIGNED copies of 2007 federal income tax returns, including schedules C and F, and all W-2s.* Valid tax forms include the 2007 IRS Form 1040, 1040A, 1040EZ, TeleFile Tax Record, a return from Puerto Rico or a foreign income tax return. Check the box(es) below for those individuals who filed a 2007 federal tax return. If you did not keep a copy of the tax return, request a copy from your tax preparer or request a transcript from the Internal Revenue Service by calling 1-800-829-1040.

- Student                                       Your Parent(s)[including stepparents]

*\*If you or your parent(s) DID NOT file a 2007 federal income tax return, please complete number 2. If all filed, skip to section D.*

2. Check the box(es) for those individuals who **did not and are not required** to file a 2007 federal tax return. List employer(s) and income received in 2007. **NECC also wants clear copies of all W-2s.**

- Student                                       Your Parent(s)[including stepparents]

| Name of student's employer (Use W-2s or other earnings statements.) | Amount student received in 2007 | Name of parents employers (Use W-2s or other earnings statements.) | Amount parent received in 2007 |
|---|---------------------------------|--|--------------------------------|
|   | \$                              |  | \$                             |
|   | \$                              |  | \$                             |
|   | \$                              |  | \$                             |

**D. Untaxed Income – Please put a *Zero* if you did not receive any assistance.**

| Student | Calendar Year 2007   | Parent(s) |
|---------|--|-----------|
|         | <b>FAFSA WORKSHEET A:</b>  |           |
| \$      | Welfare benefits, including Temporary Assistance for Needy Families (TANF). Don't include food stamps or subsidized housing.   | \$        |
| \$      | Social Security benefits received, for all household members, which were not taxed (such as SSI). Report benefits paid to parents in the parent column, and benefits paid directly to student in the student column.   | \$        |
|         | <b>FAFSA WORKSHEET B:</b>  |           |
| \$      | 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 you <b>received</b> 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).   | \$        |
| \$      | Veterans' non-education benefits such as Disability, Death Pension, or Dependency & Indemnity Compensation (DIC) and/or VA Educational Work-Study allowances.  | \$        |
| \$      | Other untaxed income not reported elsewhere on Worksheets A & B (e.g., workers' compensation, untaxed portions of railroad retirement benefits, Black Lung Benefits, disability, etc. Tax filers only: report combat pay not included in AGI. <b>Don't include</b> student aid, Workforce Investment Act educational benefits, non-tax filers' combat pay, or benefits from flexible spending arrangements, e.g., cafeteria plans. | \$        |
| \$      | Money <b>received</b> , or paid on your behalf (e.g., bills), not reported elsewhere on the form.  | \$        |
|         | <b>FAFSA WORKSHEET C:</b>  |           |
| \$      | Child support you <b>paid</b> because of divorce or separation or as a result of legal requirement. Don't include support for children in your (or your parents') household, as reported in FAFSA question 90 (or question 66 for your parents). <b>Name of child(ren) for whom child support was paid</b> _____   | \$        |
| \$      | Taxable earnings from need-based employment programs, such as Federal Work-Study and need-based employment portions of fellowships and assistantships.   | \$        |
| \$      | Student grant and scholarship aid reported to the IRS in your (or your parents') adjusted gross income. Includes AmeriCorps benefits (awards, living allowances, and interest accrual payments), as well as grant or scholarship portions of fellowships and assistantships.   | \$        |

**E. Sign This Worksheet**

By signing this worksheet, we certify that all the information reported to qualify for Federal student aid is complete and correct. (Student and 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's Signature \_\_\_\_\_ Date \_\_\_\_\_ Parent's signature \_\_\_\_\_ Date \_\_\_\_\_  
 SUBMIT TO: FINANCIAL AID OFFICE, NORTHEAST COMMUNITY COLLEGE, 801 E. BENJAMIN AVENUE, P.O. BOX 469, NORFOLK, NE 68702-0469.  
 DON'T FORGET YOUR SIGNED TAX FORMS AND W2'S.