

# 2009-2010 Verification Worksheet – **INDEPENDENT** 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 if you are married) 2008 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, your school may send corrections electronically to have your information reprocessed. Try to 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 spouse’s) financial documents (signed Federal income tax forms, W-2 forms, etc.)
2. Talk to your financial aid administrator if you have any questions about completing this worksheet.
3. Fill in and sign the worksheet -- you (and your spouse).
4. Submit 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 must review the requested information, under financial aid program rules (CFR Title 34, Part 668).

<b>A. Student Information</b>
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Last Name	First Name	M.I.	Student ID Number
Your address (include Apt. No.)			Date of Birth
City	State	ZIP Code	Phone number (include area code)

<b>B. Family Information</b>
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List the people in your household, include:

- yourself and your spouse if married, and
- your children, if you provide more than half of their support from July 1, 2009 through June 30, 2010, and
- include other people as part of your family only if they lived with you and received more than half of their support from you (or your spouse) at the time you completed your financial aid application and they will continue to receive more than half of their support from you (or your spouse) from July 1, 2009 through June 30, 2010

Write the names of all family members. Also write in the name of the college for any family member who will be attending college at least half-time between July 1, 2009 and June 30, 2010, and will be enrolled in a degree or certificate program. If you need more space, attach a separate page.

Full Name	Age	Relationship	College
Example: Mary Smith	24	Wife	UL Lafayette

**C. Tax Forms and Income Information**

1. If you the student, and/or your spouse were required to file a 2008 federal income tax return, you **MUST** submit a **signed** copy: This may include one of following: 1040, 1040A, 1040EZ, Telefile, a tax return transcript, a tax return from Puerto Rico or a foreign income tax return. If you do not have a copy, call the IRS at 1-800-829-1040.

2. Check the box if you **DID NOT** and **ARE NOT** required to file a 2008 federal tax return. List below the employer(s) and any income received in 2008. Use the W-2 form or other earnings statement.

- Student                       Spouse

Employer(s)	Student Amount(s)	Spouse Amount(s)

**Calendar Year 2008**

**INSTRUCTIONS:** Please complete and sign the entire form. Indicate the yearly amount received in 2008 for each of the following questions. **ANSWER -0- IF NONE.**

Student/Spouse	2008 Additional Financial Information
\$	Child support <b>paid</b> 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. <b>Name(s) of Child(ren):</b>
\$	Taxable earnings from Federal Work-Study and need-based work employment portions of fellowships and assistantships
\$	Student grant and scholarship aid reported to the IRS in your AGI. Includes Americorps benefits (awards, living allowances, and interest accrual payments), as well as grant or scholarship portions of fellowships and assistantships
\$	Combat pay or special combat pay. (only enter the amount that was taxable and included in the adjusted gross income. Do not enter untaxed combat pay reported on the W-2 Box 12, Code Q).

Student/Spouse	2008 Untaxed Income
\$	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 Box 12a through 12d codes D,E,F,G,H, and S
\$	Child support <b>received</b> for all children. <b>Don't include foster care / adoption payments</b>
\$	Housing, food, and other living allowances paid to members of the military, clergy, and others (including cash payments and cash value of benefits)
\$	Veteran's non-education benefits such as Disability, Death Pension, or Dependency & Indemnity Compensation (DIC) and/or VA Educational Work-Study allowances.
\$	Other untaxed income such as: worker's 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 arrangements (e.g. Cafeteria plans), foreign income exclusion or credit for federal tax on special fuels.]

**D. Sign This Worksheet**

By signing this worksheet, I certify that all the information reported to qualify for federal student aid 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 \_\_\_\_\_ Date \_\_\_\_\_

**RETURN TO:** The University of Louisiana at Lafayette, Office of Financial Aid, PO Box 41206, Lafayette, LA 70504 or fax to (337) 482-6502.