



# 2008-2009 Verification Worksheet

Independent

## Federal Student Aid Programs

Form Approved  
OMB No. 1845-0041

Your application was selected for review in a process called "Verification." In this process, we will be comparing information from your FAFSA with signed copies of your (and your spouse's, if you are married) 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 and your financial documents, we will submit the corrections electronically, and have your FAFSA reprocessed.

**Please complete verification as soon as possible so that your financial aid won't be delayed.**

### 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 a financial aid staff member if you have questions about completing this worksheet.
3. Complete and sign the worksheet.
4. Take/Send the completed worksheet, tax forms, and any other requested documents to the Financial Aid Office.
5. We will compare information on the documents to the information you provided on the FAFSA. We will make corrections as necessary.

*The Financial Aid Office must review the requested information, under the financial aid program rules (34 CFR, Part 668).*

### SECTION A: Student Information

Last Name	First Name	M.I.	Social Security Number	
Your Permanent Home Address (include Apt. #)			Date of Birth	
City	State	Zip	Area Code	Phone Number

### SECTION B: Family Information

List the people in your household; include:

- yourself
- your spouse, if you have one
- your children, if you provide more than half of their support
- 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.

**Also**, write the name of the college for any family member who will be attending college at least half-time during the 2008-2009 academic year, and will be enrolled in a degree or certificate program.

FULL NAME	AGE	RELATIONSHIP TO YOU	COLLEGE ATTENDING DURING 2008-2009
		self	Valparaiso University

## SECTION C: Student's Tax Forms and Income Information

## Independent

1. Federal Income Tax Return includes: the 2007 IRS Form 1040, 1040A, 1040EZ, Telefile worksheet, 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 a tax transcript from the IRS by completing IRS Form 4506-T or by calling the IRS at 1.800.829.1040. For copies of your W-2 forms, you will have to request copies from your employer.

- Attached is a signed copy of my 2007 Federal Income Tax Return
- I will submit my 2007 Federal Tax Return to The Financial Aid Office by \_\_\_\_\_ (date).
- Check here if you will not file and are not required to file a 2007 Federal Income Tax Return. (Typically, if you are married and your combined income is more than \$16,900 or single and income is more than \$8450, you must file a federal tax return. Please refer to www.IRS.gov for more specific filing requirements.)
  
- Attached are copies of my 2007 W-2 forms.
- I will submit my 2007 W-2 forms to The Financial Aid Office by \_\_\_\_\_ (date).
- Check here if you did not work (or were self-employees) and do not have W-2 forms.

2. List amounts for 2007 untaxed income. (Complete even if you did not file a tax return.)  
(if none, put a 0.)

Source of untaxed income	Amount	Source of untaxed income	Amount
Clergy/Military Housing Allowance (Parsonage)		Social Security received (non-taxed)	
Child Support Received		Welfare (including TANF)	
IRA / 401K / 403B Contributions		Other _____	

## SECTION D: Spouse's Tax Forms and Income Information (If student is married)

1. Federal Income Tax Return includes: the 2007 IRS Form 1040, 1040A, 1040EZ, Telefile worksheet, a tax return from Puerto Rico, or a foreign income tax return. If you did not keep a copy of the tax return, request a copy from your tax preparer or request a tax transcript from the IRS by completing IRS form 4506-T or by calling the IRS at 1.800.829.1040. For copies of your W-2 forms, you will have to request copies from your employer.

- Attached is a signed copy of my 2007 Federal Income Tax Return
- I will submit my 2007 Federal Tax Return to The Financial Aid Office by \_\_\_\_\_ (date).
- Check here if you will not file and are not required to file a 2007 Federal Income Tax Return. (Typically, if you are married and your combined income is more than \$16,900 or single and income is more than \$8450, you must file a federal tax return. Please refer to www.IRS.gov for more specific filing requirements.)
  
- Attached are copies of my 2007 W-2 forms.
- I will submit my 2007 W-2 forms to The Financial Aid Office by \_\_\_\_\_ (date).
- Check here if you did not work (or were self-employees) and do not have W-2 forms.

2. List amounts for 2007 untaxed income. (Complete even if you did not file a tax return.)  
(if none, put a 0.)

Source of untaxed income	Amount	Source of untaxed income	Amount
Clergy/Military Housing Allowance (Parsonage)		Social Security received (non-taxed)	
Child Support Received		Welfare (including TANF)	
IRA /401K / 403B Contributions		Other _____	

## SECTION E: Sign this Worksheet (If married, spouse's signature is optional.)

By signing this worksheet, I (we) certify that all the information reported to qualify for federal student aid is complete and correct.

**US Department of Education 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