Office of Financial Aid
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2013-14 V1 Standard Verification Worksheet

Verification Information

What is verification and why was I selected?

Verification is the process by which certain required information on the FAFSA is reviewed for accuracy and completeness.

Students are selected for verification for one of the following reasons:

- The Central Processing System found inconsistencies and/or potential errors in the student's FAFSA
- Random selection
- School selection

The Financial Aid Office will notify you if there is additional documentation needed or any other questions to be answered. After verification is complete, you will be notified about the amount of financial aid you are eligible to receive.

The Financial Aid Office cannot process your financial aid package until verification has been completed, so it is imperative that you provide the required documents as soon as possible.

Section 1 – Student Information

Name:_____

Address:_____

City, State, Zip Code:_____

Phone Number:_____

Cell Phone (if applicable):_____

Email:_____

Social Security Number:_____

Date of Birth:_____

Section 2 – Household Size and Number in College

☐ Independent Student

List the people in your household, including:

- Yourself, and your spouse if you have one
- Your children, if you will provide more than half of their support from July 1, 2013 through June 30, 2014.
- 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, 2013 through June 30, 2014.

☐ Dependent Student

List the people in your parents' household, including:

- Yourself and your parent(s) (including step-parent), even if you don't live with your parents. If your parents are separated or divorced, list information for the parent from which you received more than half of your support.
- Your parents' other children, even if they don't live with your parent(s), if
  - your parents provide more than half of their support from July 1, 2013 through June 30, 2014, or
  - the children would be required to provide parental information when applying for federal student aid.
- Other people, **if** they now live with your parents **and** your parents provide more than half of their support and will continue to provide more than half of their support from July 1, 2013 through June 30, 2014.

Do not include: Foster children, roommates, persons over the age of 24 who have their own income source (earnings, social security, public aid/TANF, etc.). Persons listed in your household over the age of 24 may be required to provide additional documentation to confirm you/your parent(s) (if dependent) are providing more than 50 percent of their support.

Write the name, age, and relationship of all household members. If applicable, write the name of the college, university, or program for any family member, excluding your parent(s), who will be attending at least half-time between July 1, 2013 and June 30, 2014, and will be enrolled in a degree, diploma, or certificate program. Attach a separate page if you need more space.

First and Last Name	Age	Relationship	College, University, or Program

Section 3 – Child Support Paid

Did you or your parent(s) if you are a dependent student, pay child support in 2012?

- ☐ Yes
- ☐ No

If yes, please provide the following information:

Person who paid child support	Person who received child support	Child for whom child support was received	Total amount of child support paid in 2012

Section 4 – Food Stamps (Supplemental Nutrition Assistance Program) (SNAP)

In 2011 or 2012, did you, your parents, or anyone in your parents' household receive Supplemental Nutrition Assistance Program (SNAP) benefits, previously called Food Stamps?

- ☐ Yes
- ☐ No

If yes, please provide a copy of your SNAP Notice of Eligibility or Benefits Statement from 2011 or 2012. Documentation MUST state the name of the SNAP recipient and the dates the recipient was eligible. SNAP recipients may access this information online at https://ebt-link.illinois.gov

Section 5 – Tax Forms and Income Information

Tax filers – all tax filers must provide an official 2012 Tax Return Transcript from the IRS. These tax transcripts may be requested online at www.irs.gov or by calling (800) 908-9946. **Please note that tax transcripts are not the same as copies of tax returns.** You may also use the IRS Data Retrieval Tool that is part of the FAFSA on the web (www.fafsa.gov).

Non-tax filers – Check the box for those individuals who did not and were not required to file a 2012 federal income tax return. For those individuals, list below the employer(s) and any income received in 2012 (use W-2 forms or other earnings statements). **Attention non-tax filers, by signing this document you are certifying that you were not required to file income taxes for 2012, and both the source and amount of income earned from work as reported on the FAFSA are correct.**

☐ You ☐ Spouse ☐ Mother (step-mother) ☐ Father (step-father)

First and Last Name	Name of Employer	Amount Earned

Untaxed Income

Both tax filers and non-tax filers must list any untaxed income received in 2012. Be sure to enter zeros if no funds were received. Failure to complete this section will delay the processing of your financial aid.

Student and/or Spouse		Parents (including step-parent)
$	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 + line 32 or 1040A – line 17.	$
$	Tax exempt interest income from IRS Form 1040 – line 8b or 1040A – line 8b.	$
$	Untaxed portions of IRA distributions from IRS Form 1040 – lines (15a minus 15b) or 1040A – lines (12a minus 12b). Exclude rollovers. If negative, enter a zero here. If entering a figure, please include a copy of the 1099R.	$

Signature(s) Required

By signing this worksheet, I (we) certify that all of the information reported on this worksheet is complete and accurate. *If dependent, at least one parent must sign.*

WARNING: If you purposely give false or misleading information you may be fined, sentenced to jail, or both.

Student Signature _____ Date _____

Parent Signature (dependent students only) _____ Date _____