

2010-2011 Verification Worksheet Dependent

Your application was selected for review in a process called "Verification." In this process, CSC will be comparing information from your application with signed copies of your and your parent(s) 2009 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, we may need to make corrections electronically. You will be notified of any corrections via a revised Student Aid Report. (SAR). Complete this verification form and submit it to the Chadron State College Financial Aid Office as soon as possible, so that your financial aid won't be delayed. **Notice: You will need to submit all requested documentation no later than 90 days from the date of this notice. Failure to submit the requested information may result in your ineligibility for financial aid.**

What you should do:

1. Collect your and your parent's financial documents (**signed** Federal income tax forms, W-2 forms, etc.).
2. Complete and sign this worksheet - you and at least one parent.
3. Contact our Financial Aid Office if you have questions about completing this worksheet.
4. Submit the completed worksheet, **signed** tax forms, and any other documents needed to the Financial Aid Office.

Student's 2009 Tax Filing and Earnings Information

Name _____ Social Security # _____

Address _____ City, State, Zip Code _____

Phone Number _____ Date of Birth _____

Did you or will you file a 2009 Federal tax return?

_____ **Yes** Attach a **signed copy** of your 2009 Federal tax return (1040, 1040A, 1040EZ), a tax return from Puerto Rico or a foreign income tax return. Also attach a copy of *all* W-2 and/or 1099 forms to avoid possible delays in processing.

Note: If you are unable to locate a copy of your tax return, call the IRS at (800) 829-1040 to use the automated system to request a tax summary. Upon receipt of the tax summary, *sign it* and submit it to our office. Contact your employer(s) for duplicates of your W-2 forms.

_____ **No** Attach copies of all 1099s and/or W-2s showing income earned from work during 2009 to avoid possible delays in processing. **(If you earned 0 income, please attach a signed written statement disclosing this information.)**

Parent(s) 2009 Tax Filing and Earnings Information

Did your parents, or will they, file a 2009 Federal tax return?

_____ **Yes** Attach a **signed copy** of their 2009 Federal tax return (1040, 1040A, 1040EZ) a tax return from Puerto Rico or a foreign income tax return. Also attach a copy of *all* W-2 and/or 1099 forms to avoid possible delays in processing.

Note: If you are unable to locate a copy of your tax return, call the IRS at (800) 829-1040 to use the automated system to request a tax summary. Upon receipt of the tax summary, *sign it* and submit it to our office. Contact your employer(s) for duplicates of your W2 Forms.

_____ **No** Attach copies of all 1099 and/or W-2 forms showing income earned from work during 2009 to avoid possible delays in processing. **(If you earned 0 income, please attach a signed written statement explaining how you are financial accommodating your expenses, such as rent/house payments, utilities, etc.)**

Student Name: _____ Social Security # _____

Other 2009 Income (Enter "0" when the question does not apply)

	Student (Report Annual Amounts)	Parents
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 received for all children. Do not include foster care or adoption payments.	\$	\$
Housing, food and other living allowances paid to members of the military, clergy or others (including cash payments and cash value of benefits). Find your military housing allowance at: https://mypay.dfas.mil/mypay.aspx . Don't include the value of on-base military housing or the value of a basic military allowance for housing.	\$	\$
Veterans noneducation benefits such as Disability, Death Pension, or Dependency and Indemnity Compensation (DIC), and/or VA Educational Work-Study allowances.	\$	\$
Other untaxed income not reported, such as workers' compensation, disability, etc. Don't include student aid, earned income credit, child tax credit, welfare payments, untaxed Social Security benefits, Supplemental Security Income, Workforce Investment Act educational benefits, on-base military housing or a military housing allowance, combat pay (if you are not a tax filer), benefits from flexible spending arrangements (e.g., cafeteria plans), foreign income exclusion or credit for federal tax on special fuels.	\$	\$
Money received, or paid on your behalf (e.g., bills), not reported elsewhere on this form	\$	\$ XXXXXXXXXX
Child support paid by you or your spouse because of divorce or separation, or as a result of a legal requirement. You should not include support paid for children listed in the Household Information section on page 3 of this form.	\$	\$
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.	\$	\$
Combat pay or special combat pay. Only enter the amount that was taxable and included in your adjusted gross income. Combat pay is reported on the W-2 in Box 12, Code Q.	\$	\$
Earnings from work under a cooperative education program offered by a college.	\$	\$

