

# 2011-2012 Verification Worksheet Independent

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 spouse’s if you are married) 2010 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 spouses) financial documents (**signed** Federal income tax forms, W-2 forms, etc.).
2. Complete and sign this worksheet
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.

## Family Household Information

Name \_\_\_\_\_ Social Security # \_\_\_\_\_

Address \_\_\_\_\_ City, State, Zip Code \_\_\_\_\_

Phone Number \_\_\_\_\_ Date of Birth \_\_\_\_\_

### Household Information

List the following people below:

- Yourself and your spouse if you have one
- Your children if you will provide more than half of their support from July, 1 2011 through June, 30 2012
- Other people if they now live with you and you will provide more than half of their support from July 1, 2011, through June 30, 2012.

\*Include the name of the college for any family member, excluding parent(s), who will be attending college at least halftime in 2011-2012, and will be enrolled in a degree or certificate program.

Full Name	Date of Birth	Relationship to Student	Name of College
		Self	Chadron State College

(Attach an Additional Sheet if Needed)

Name \_\_\_\_\_ Social Security # \_\_\_\_\_

## Student's 2010 Tax Filing and Earnings Information

### Did you or will you file a 2010 Federal tax return?

\_\_\_\_\_ **Yes** Attach a **signed copy** of your 2010 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 2010 to avoid possible delays in processing. **(If you earned 0 income, please attach a signed written statement explaining how you are financially accommodating your expenses, such as rent/house payments, utilities, etc.)**

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## Spouse's 2010 Tax Filing and Earnings Information (if student is married)

### Did you or will you file a 2010 Federal tax return?

\_\_\_\_\_ **Yes** **If you and your spouse filed a separate return**, then attach a **signed copy** of your spouses 2010 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.

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Name \_\_\_\_\_ Social Security # \_\_\_\_\_

**Other 2010 Income (Enter "0" when the question does not apply)**

**Student / Spouse**  
(Report Annual Amounts)

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 \$ \_\_\_\_\_

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 2 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. \$ \_\_\_\_\_

**By signing this form we acknowledge the following:**

All of the information provided by us on this form is true and complete to the best of our knowledge. If asked by an authorized official, we agree to provide proof of the information we have given on this form.

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

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Spouse Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Optional)

The CSC Financial Aid Office will compare information on this worksheet and any supporting documents with the information you submitted on your application. We may need to make corrections electronically. CSC must review the requested information under the financial aid program rules (34 CFR, Part 668)

**This form may be delivered to our office in Crites Hall First Floor, faxed to (308)432-6474 or mailed to Chadron State College, ATTN: Start, 1000 Main St., Chadron, NE 69337.**