

2008-2009 Verification Worksheet

Federal Student Aid Programs

Your Free Application for Federal Student Aid (FAFSA) was selected for a review process called **verification**. In this process, our office will be comparing information from your FAFSA with the 2007 federal tax information you used to complete that application (per program rules 34 CRF, Part 668). If there are differences between your federal application and your tax information, our office will make the necessary corrections which could result in changes to the offered amounts of your financial assistance.

Student Information

Last Name *First Name* *M.I.* *Social Security or St. Edward's ID Number*

Tax Forms and Income Information

ALL TAX FILERS who included their income information on the Free Application for Federal Student Aid (FAFSA) or Renewal Application **MUST SUBMIT THEIR W-2s ALONG WITH SIGNED COPIES OF THEIR 2007 FEDERAL INCOME TAX RETURNS** (this includes 2007 IRS Forms 1040, 1040A, 1040EZ, a tax return from Puerto Rico or a foreign income tax return) and this worksheet.

NON TAX FILERS who reported income from work on their FAFSA must submit documentation of their earnings, such as a W-2.

If you filed an extension, submit a copy of your extension form and a copy of your W-2s (and/or a statement of earnings if you are self-employed). If you did not keep a copy of your tax return, contact the Internal Revenue Service at 1-800-829-1040 and request a tax **return** transcript (not account transcript) or Letter 1722.

Family Size Confirmation (you must complete the grid below – do not leave it blank)

In this section, you'll verify the household size information you provided on your FAFSA. In the grid below, specify which family members you counted when you answered the household size question and also indicate which of those family members will be attending college in 2008-2009.

If you had to provide parent information on your FAFSA, make sure to include:

- yourself
- your parents
- your parents' other children if they will receive more than half of their support from your parents between July 1, 2008 through June 30, 2009
- other people who currently live with your parents if they receive and will continue to receive more than half of their support from your parents between July 1, 2008 through June 30, 2009

If you did not report any parent information on your FAFSA, include:

- yourself, and your spouse if you have one
- your children if they will receive more than half of their support from you between July 1, 2008 through June 30, 2009
- other people who currently live with you if they receive and will continue to receive more than half of their support from you between July 1, 2008 through June 30, 2009

Full Name	Age	Relationship	Attending college in 2008-2009? If so, what school?

Student W-2s, Signed Tax Forms, and Income Information (required for all)

You must submit a copy of your 2007 W-2s along with a **signed** copy of your 2007 Federal Income Tax Return (this includes the 2007 IRS Form 1040, 1040A, 1040EZ, a tax return from Puerto Rico or a foreign income tax return). If you did not keep a copy of your tax return, contact the Internal Revenue Service at 1-800-829-1040 and request a tax **return** transcript (not account transcript) or Letter 1722. Do **not** submit "Form 8453: U.S. Individual Income Tax Declaration for an IRS *e-file* Return". That form cannot be used for verification purposes.

If you did not file a 2007 Federal Income Tax Return but earned income in 2007, you must list that income below and submit any 2007 W-2s:

Employer	2007 Amount

List the total of any other untaxed income or child support which you received during the 2007 calendar year below:

Sources of Untaxed Income	2007 Amount
Child Support Received	
Social Security (non-taxed)	
Welfare (including TANF)	

Others Sources of Untaxed Income	2007 Amount

Amount of child support you paid during 2007 calendar year as result of divorce, separation or legal requirement	
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Parent/Spouse W-2s, Signed Tax Forms, and Income Information (if included on the FAFSA)

If you included parent or spouse income information on your FAFSA, you must submit a copy of their 2007 W-2s along with a **signed** copy of their 2007 Federal Income Tax Return (this includes the 2007 IRS Form 1040, 1040A, 1040EZ, a tax return from Puerto Rico or a foreign income tax return). If they did not keep a copy of their tax return, have them contact the Internal Revenue Service at 1-800-829-1040 and request a tax **return** transcript (not account transcript) or Letter 1722. Do **not** submit "Form 8453: U.S. Individual Income Tax Declaration for an IRS *e-file* Return". That form cannot be used for verification purposes.

If your parents/spouse did not file a 2007 Federal Income Tax Return but earned income in 2007, list their income below and submit any 2007 W-2s:

Employer	2007 Amount

List the total of any other untaxed income or child support your parents/spouse received during the 2007 calendar year below:

Sources of Untaxed Income	2007 Amount
Child Support Received	
Social Security (non-taxed)	
Welfare (including TANF)	

Others Sources of Untaxed Income	2007 Amount

Amount of child support parent paid during 2007 calendar year as result of divorce, separation or legal requirement	
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Sign This Worksheet and Attach Your W-2s and Signed Tax Forms

By signing this worksheet, you are certifying that all the information reported on this form is complete and correct:

Student _____

Date _____

Parent (if included on FAFSA) _____

Date _____