



2011-12 Verification Worksheet

Independent

Your application was selected for review in a process called "Verification." In this process, your school will be comparing information from your application with signed copies of your (and your spouse's) 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 will make those corrections. Complete this verification form and submit it to the Financial Aid Office as soon as possible, so that your financial aid won't be delayed. The Financial Aid Office can assist you. **We cannot process your financial aid until verification has been completed. Please submit all required documentation immediately.** Your school must review the requested information, under the financial aid program rules (34 CFR, Part 668).

What you must do:

1. Collect your (and your spouse's) financial documents. (signed Federal income tax returns, schedules, W2's, etc).
2. Military personnel must submit December's 2010 Leave and Earnings Statement (LES)
3. Complete this Verification Worksheet and the above items and submit them to the Financial Aid Office at South Puget Sound Community College

A. Student Information

Last Name	First Name	M.I.	Social Security Number
Address			Date of Birth
City	State	Zip Code	Phone Number

B. Family Information

List the people in your household, include:

- yourself and your spouse, if you have one and
- your children, if you will provide more than half of their support from July 1, 2011 through June 30, 2012, even if they do not live with you
- other people if they now live with you, and you provide half of their support and will continue to provide more than half of their support from July 1, 2011 through June 30, 2012.

Write in the names of all household members in space below.

Also write in the name of the college for any household member who will be attending college at least half time between July 1, 2011 and June 30, 2012, and will be enrolled in a degree, diploma, or certificate program. If you need more space, attach a separate page.

Full Name	Age	Relationship	College
		Self	SPSCC

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C. Student Tax Forms and Income Information (all applicants)

1. Check only one box below. Tax returns include the 2010 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, request a copy from your tax preparer or contact the Internal Revenue Service at 1-800-TAX-1040 and request a tax transcript.

- Check here if you are attaching a signed copy of your tax return.
- Check here if a signed tax return will be submitted to the school by _____(date).
- Check here if you will not file and are not required to file a 2010 U.S. Income Tax Return.

2. If you did not file and are not required to file a 2010 Federal Tax Return list below your employer (s) and any income received in 2010 (use W-2 form or other earning statements)

Sources	2010 Income

D. Spouse(s)' Tax Forms and Income Information

1. Check only one box below. Tax returns include the 2010 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, request a copy from your tax preparer or contact the Internal Revenue Service at 1-800-TAX-1040 and request a tax transcript.

- Check here if you are attaching a signed copy of your and your spouse' tax return.
- Check her and attach spouse's signed tax return if your spouse filed a separate return
- Check here if a signed tax return will be submitted to the school by _____(date).
- Check here if you will not file and are not required to file a 2010 U.S. Income Tax Return.

2. If you did not file and are not required to file a 2010 Federal Tax Return list below your employer (s) and any income received in 2010 (use W-2 form or other earning statements)

Sources	2010 Income

**DO NOT LEAVE
BLANK**

Calendar Year 2010

Independent

Student/Spouse	<u>2010 Additional Financial Information</u>
\$ /year	Child support paid because of divorce or separation or as a result of legal requirement. Don't include support for children in your household
\$ /year	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 adjusted gross income. Includes AmeriCorps benefits (awards, living allowances and interest accrual payments), as well as grant or scholarship portions of fellowships and assistantships.
\$ /year	Combat pay or special combat pay. Only enter amount that was taxable and included in adjusted gross income. Do not enter untaxed combat pay
\$ /year	Earnings from work under a cooperative education program offered by a college
xxxxxxxxxxxxxxxxxxx	<u>2010 Untaxed Income</u>
\$	Payments to tax-deferred pension and savings plan (paid directly or withheld from earnings), including but not limited to, amounts reported on the W-2 Form in Box 12a through 12d, codes D, E, F, G, H, and S
\$ /year	Child support received for all children. Don't include foster care or adoption payments
\$ /year	Housing, food, and other living allowances paid to members of the military, clergy and others (including cash payments and cash value of benefits). Do include yearly amount of BAS. Do not include the value of on-base military housing or the value of military allowance for housing.
\$ /year	Veterans non-educational benefits such as Disability, Death Pension, or Dependency & Indemnity Compensation (DIC), and/or VA Educational Work-Study allowances
\$ /year	Other income not reported, such as worker's compensation, disability, etc.
\$ /year	Money received, or paid on your behalf (e.g., bills) not reported elsewhere on this form.

Sign this Worksheet

By Signing this worksheet, I (we) certify all information reported on it is complete and correct. If married, spouse's signature is optional. Warning: If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.

Student _____

Spouse _____