

2009 – 2010 Independent Verification Worksheet for Federal Student Aid Programs

Your application was selected for review in a process called “verification.” In this process, **federal law (34 CFR, Part 668)** requires us to compare the information from your application with the information provided on this form and with signed copies of your (and your spouse’s, if married) **2008 Federal** tax forms. If there are differences between your application and the documents you’ve submitted, corrections may need to be made.

We cannot process your financial aid until we have completed verification. Please provide the required documents within 30 days.

What you should do:

1. Collect your (and your spouse’s) **signed** Federal income tax forms, W-2s, schedules, worksheets and statements.
2. Completely fill in **all** sections and **sign** this worksheet
3. Contact us if you have questions about this worksheet.
4. Bring, mail, or fax the completed worksheet, tax forms, and any other documents to our office.
5. We will compare your application with the information on these documents and make corrections if necessary.

A. Student Information

Last Name	First Name	M.I.	Social Security Number
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B. Family Information

List all the people in your household, include:

- yourself (and your spouse if you have one) and
- your children, if (a) you will provide more than half of their support from July 1, 2009 through June 30, 2010, and
- 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, 2009 through June 30, 2010.

Write the names of all household members in the space below. Also, write in the name of the college for any family member who will be attending college at least half-time between July 1, 2009 and June 30, 2010, and will be enrolled in a degree, diploma, or certificate program. If you need more space, attach a separate page.

Full Name	Age	Relationship	Social Security Number	College
		Self		JMLS

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C. Tax Forms and Income Information

1. Check only one box per person below. Tax returns include the 2008 IRS Form 1040, 1040A, 1040EZ, TeleFile Tax Record, a tax return from Puerto Rico or a foreign income tax return, as well as all schedules, W2's, worksheets and statements. If you did not keep a copy, call the IRS at 1-800-829-1040. Press "2- Refund or Personal Tax Account" then Press "2 – Personal Tax Account", follow the instructions until given the option to select a" tax return transcript" then follow the instructions.

Student:

Spouse:

- I have attached a signed copy of my 2008 tax return.
- I will file and submit a signed tax return to JMLS by _____ (date).
- I will not file and am not required to file a 2008 U.S. Income Tax Return.

2. If you (or your spouse) did not and are not required to file a 2008 Federal income tax return, list below all employer(s) and any income or money received in 2008 (use and attach W-2 forms, or other earning statements).

Source	Student Earnings	Spouse Earnings
	\$	\$
	\$	\$
	\$	\$

3. Both tax filers and non-tax filers must list all untaxed income received in 2008. Be sure to enter zeros if no funds were received. Failure to complete this section will delay the processing of your financial aid.

Student	Report Whole 2008 Calendar Year Amounts	Spouse
	From FAFSA WORKSHEET A:**	
\$	Welfare benefits, including Temporary Assistance for Needy Families (TANF). Do not include food stamps or subsidized housing.	\$
\$	Social Security benefits received for <u>all household members</u> reported in section B of this form. Copies of 1099 SSA for 2008 required.	\$
	From FAFSA WORKSHEET B:**	
\$	Child support received for all children. Do not include foster care.	\$
\$	Housing, food, and other living allowances paid to members of the military, clergy, and others (including cash payments and cash value of benefits). All military must submit December 2005 Leave and Earnings Statement (LES).	\$
\$	Veterans' non-education benefits, such as Disability , Death Pension or Dependency & Indemnity Compensation (DIC) and/or VA Educational Work-Study Allowances.	\$
\$	Other untaxed income, money received or money paid on your behalf (e.g., bills). See FAFSA worksheets A&B for details.	\$
	From FAFSA WORKSHEET C:**	
\$	Child support that you paid because of divorce or separation or as a result of a legal requirement. Do not include support for children reported in section B of this form.	\$
\$	Student grant and scholarship aid reported to the IRS in your (or your spouse's) adjusted gross income. Includes AmeriCorps Benefits, (awards, living allowances, and interest accrual payments), as well as grant or scholarship portions of fellowships and Assistantships.	\$
\$	Taxable earnings from need-based employment programs such as Federal Work Study and other need-based employment portions of fellowships and Assistantships.	\$

** Note that all questions pertaining to worksheets A, B, & C are not included here. Some of the questions we will verify via your Federal Tax Return.

D. Sign This Worksheet

By signing this worksheet, I (we) certify that all the information reported on this worksheet is complete and correct.

_____ Date _____
Student

_____ Date _____
Spouse

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