



2010-2011 Verification Worksheet

Federal Student Aid Programs

Dependent

FORM APPROVED
OMB NO. 1845-0041

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 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, you or your school may need to make corrections electronically or by using your Student Aid Report (SAR).

Complete this verification form and submit it to your financial aid administrator as soon as possible, so that your financial aid won't be delayed. Your financial aid administrator will help you.

What you should do

1. Collect your and your parent(s)' financial documents (signed Federal income tax forms, W-2 forms, etc.).
2. Talk to your financial aid administrator if you have questions about completing this worksheet.
3. Complete and sign the worksheet—you and at least one parent.
4. Submit the completed worksheet, tax forms, and any other documents your school requests to your financial aid administrator.
5. Your financial aid administrator will compare information on this worksheet and any supporting documents with the information you submitted on your application. You or your school may need to make corrections electronically or by using your SAR.

A. Student Information

Last name	First name	M.I.	Social Security Number
Address (include apt. no.)			Date of birth
City	State	ZIP Code	Phone number (include area code)

B. Family Information

List the people in your *parent(s)' household*, including:

- yourself and your parent(s) (including stepparent) even if you don't live with your parents, and
- your parents' other children, even if they don't live with your parent(s), if (a) your parents will provide more than half of their support from July 1, 2010 through June 30, 2011, or (b) the children would be required to provide parental information when applying for Federal Student Aid, and
- other people if they now live with your parents, and your parents provide more than half of their support and will continue to provide more than half of their support from July 1, 2010 through June 30, 2011.

Write the names of all household members in the space(s) below. Also write in the name of the college for any household member, excluding your parent(s), who will be attending at least half time between July 1, 2010 and June 30, 2011, 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
<i>Missy Jones</i> (example)	<i>18</i>	<i>Sister</i>	<i>Central University</i>
		Self	

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 1845-0041. The time required to complete this information collection is estimated to average twelve minutes, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection. If you have any comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to: US Department of Education, Washington, DC 20202-5345.

C. Income Information

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Both tax filers and non-tax filers must list any untaxed income received in 2009. **Be sure to enter zeros if no funds were received.**

Student	Calendar Year 2009	Parent(s) / Step parent
\$	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 forms in Boxes 12a through 12d, codes D, E, F, G, H and S.	\$
\$	Child support received for any of your children. Do not include foster care or adoption payments.	\$
\$	Housing, food, and other living allowances paid to members of the military, clergy and others (including cash payments and cash value of benefits).	\$
\$	Veterans' non-education benefits such as Disability, Death Pension, or Dependency & Indemnity Compensation (DIC), and/or VA Educational Work-Study allowances.	\$
\$	Other untaxed income not reported, such as workers' compensation, disability, etc. Do <i>not</i> include student aid, earned income credit, additional 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 <i>received</i> , or paid on your behalf (e.g., bills), not reported elsewhere on this form.	\$

List child support **paid** during 2009 by you or your parent(s) / step parent because of divorce or separation or as a result of a legal requirement. Do not include support for children in your household. \$ _____.

D. Tax Forms

You must submit a **signed** copy of all 2009 Federal Income Tax returns (IRS Form 1040, 1040A, 1040EZ, or Telefile Tax Record) for **you and your parent(s) / step parent**.

Note> If you did not keep a copy of your tax return, you may request a transcript of the tax return from the IRS by calling 1-800-829-1040.

If either you or your parent(s) / step parent are not required to file a 2009 Federal Income Tax Return, check here and complete the table below listing all employers and income received in 2009 (use W-2 forms or other earning statements).

Name of Employer / Source of Income	Student Amount	Parent(s) / Step Parent Amount

E. Sign this Worksheet

Each person signing this worksheet certifies that all the information reported on it is complete and correct. *The student and at least one parent must sign and date.* **Warning:** If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.

Student's Signature

Parent's Signature

Date

Date

*Remember: Submit a **signed** copy of you & your parents' / step parents' 2009 tax return(s) along with this worksheet.
Return to: Student Financial Planning, Mercer University - Regional Centers, 1330 Edgewood Ave, Macon, GA 31207
Or fax to 478-301-5383.*