



2008-2009 Verification Worksheet

Federal Student Aid Programs

Independent

Your application was selected for review in a process called "Verification." In this process, we will be comparing information from your application with signed copies of your (and your spouse's, if you are married) 2007 Federal tax 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.

Complete this verification form and submit it to DCTC's Office of Scholarships and Financial Aid (OSFA) as soon as possible, so that your financial aid won't be delayed. If you need help completing this form, contact the OSFA: 651-423-8299.

What you should do

1. Collect your (and your spouse's, if you are married) financial documents (signed Federal income tax forms, W-2 forms, etc.).
2. Talk to someone in our OSFA if you have questions about completing this worksheet.
3. Complete and sign the worksheet.
4. Submit the completed worksheet, tax forms, and any other documents we have requested to the OSFA.
5. We will compare information on this worksheet and any supporting documents with the information you submitted on your application. If necessary, we will make corrections electronically.

We are required to review the requested information, under the financial aid program rules (34 CFR, Part 668).

A. Student Information

Last name First name M.I.

Social Security Number

Email address

Date of birth

Address (include apt. no.)

Phone number (include area code)

City State Zip code

Cell phone number (include area code)

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, 2008 through June 30, 2009, 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, 2008 through June 30, 2009.

Write the names of all household members in the spaces(s) below. Also write in the name of the college for any household member, excluding your parent(s), who will be attending college at least half time between July 1, 2008 and June 30, 2009, 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
Missy Jones (example)	32	Wife	Central University
		Self	

C. Student's 2007 Tax Forms

Check only one box below. Tax returns include 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, request a copy from your tax preparer or request a tax transcript or Form 1722 from the Internal Revenue Service (IRS). Their toll-free number is 800-829-1040.

- Check here if you are attaching or have sent a signed copy of your tax return, tax transcript from the IRS, or Form 1722.
- Check here if a signed copy of your tax return, tax transcript (from the IRS), or Form 1722 will be sent later.
- Check here if you will not file and are not required to file a 2007 U.S. Income Tax Return.

If you did not file and are not required to file a 2007 Federal income tax return, list below your employer(s) and any income received in 2007 (use the W-2 form or other earnings statements if available).

Sources	2007 Amount

D. Spouse's 2007 Tax Forms

Check only one box below. Tax returns include 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, request a copy from your tax preparer or request a tax transcript or Form 1722 from the Internal Revenue Service (IRS). Their toll-free number is 800-829-1040.

- Check here if you are attaching or have sent a signed copy of your tax return, tax transcript from the IRS, or Form 1722.
- Check here if a signed copy of your tax return, tax transcript (from the IRS), or Form 1722 will be sent later.
- Check here if you will not file and are not required to file a 2007 U.S. Income Tax Return.

If you did not file and are not required to file a 2007 Federal income tax return, list below your employer(s) and any income received in 2007 (use the W-2 form or other earnings statements if available).

Sources	2007 Amount

E. Untaxed Income

Student	Report Annual 2007 Amounts	Spouse
	Worksheet A: Welfare benefits, including Temporary Assistance for Needy Families (TANF). Don't include food stamps or subsidized housing.	
	Worksheet A: Social Security benefits received for all household members, (as reported in question 90 of the FAFSA), that were not taxed (such as SSI).	
	Worksheet B: 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 Boxes 12a through 12d, code D, E, F, G, H and S	
	Worksheet B: Child support received for all children. Don't include foster care or adoption payments.	
	Worksheet B: Foreign income exclusion from IRS Form 2555 –line 45 or 2555EZ –line 18	
	Worksheet B: Credit for federal tax on special fuels from IRS Form 4136 –line 20 (nonfarmers only)	
	Worksheet B: Housing, food and other living allowances paid to members of the military, clergy and others (including cash payments and cash value of benefits)	
	Worksheet B: Veterans noneducation benefits such as Disability, Death Pension, or Dependency & Indemnity Compensation (DIC), and/or VA Educational Work-Study allowances.	
	Worksheet B: Other untaxed income not reported elsewhere, such as workers' compensation, untaxed portions of railroad retirement benefits, Black Lung Benefits, disability, etc. Tax filers only: report combat pay not included in AGI (FAFSA questions 35 and 79). Do not include student aid, Workforce Investment Act educational benefits, combat pay if you are not a tax filer, or benefits from flexible spending arrangements (e.g. cafeteria plans).	
	Worksheet B: Money received, or paid on your behalf (e.g. bills), not reported elsewhere on this form	

F. Income Exclusions

Student	Report Annual 2007 Amounts	Spouse
	Worksheet C: Child support paid because of a divorce or separation or as a result of a legal requirement. Do not include support for children reported in question 90 of the FAFSA	
	Worksheet C: Taxable earnings from need-based employment programs, such as Federal work-study.	
	Worksheet C: Student grant and scholarship aid reported to the IRS in your adjusted gross income.	

G. Sign this Worksheet

By signing this worksheet, I (we) certify that all the 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 _____ Date _____

Spouse _____ Date _____