



2011-2012 Verification Worksheet

Federal Student Aid Programs

Your application was selected for review in a process called "Verification". We will be comparing information from your application with signed copies of your and your parent(s)' 2010 Federal tax forms, 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 may need to send in corrections electronically to have your information reprocessed.

Complete this form and submit it to the Office of Financial Aid and Student Campus Employment as soon as possible to prevent any delays with your financial aid.

What you should do

1. Collect your and your parent(s)' financial documents (signed Federal income tax forms, W-2 forms, etc...).
2. Fill in completely and sign this worksheet:
At least one parent is required to sign.
3. Send this worksheet, tax forms, and any other documents to Tusculum College. (Fax available at 615-250-4968).
4. We will compare information on the documents to your application.
5. If you have questions about completing this worksheet please contact us at 1-800-729-0256 x.5377.

Tusculum College must 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
Address (include apt. no.)			Date of birth
City State ZIP code			Home Phone number with area code
			Cell Phone Number with area code

B. Family Information

List the people in your parents' household*, include:

- yourself and your parents (including any stepparent**), even if you do not live with your parents.
- your parents' other children, even if they do not live with your parents: **if** your parents will provide more than half of their support between July 1, 2011 and June 30, 2012, or **if** the children would be required to provide parental information when applying for Federal Student Aid.
- 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 between July 1, 2011 and June 30, 2012.

*Parent is defined as biological or adoptive. If your parents are divorced or separated use the parent you lived with more during the past 12 months **or** if you did not live with one parent more than the other, use the parent who provided more financial support during the most recent year you actually received support from a parent.

**If your parent is remarried as of today you must list your stepparent in the household and include their tax information.

Write the names of all household members (as defined above). Also write in the name of the college for any household member, excluding your parents, 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	Date of Birth	Relationship	College Name (list only if attending college in 2011-2012)
		Self	Tusculum College

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

Dependent

- Check one box only. Tax returns may include the 2010 IRS Form 1040, 1040A, 1040EZ, 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 the IRS (1-800-829-1040).
 - I have already filed a 2010 Federal income tax return and am submitting the **signed tax return**.
 - I will file a 2010 Federal income tax return. A signed tax return will be submitted to the school by _____(date).
 - I did not file **and** am not required to file a 2010 Federal income tax return.

2. Student's Additional Financial Information (Refer to Questions 44 from the FAFSA).

Sources of untaxed income and income exclusions	2010 Amount
a. Child Support received (excluding foster care)	\$ _____ wkly/mo/yr
b. Payments to tax-deferred pensions/savings plans (reported on W-2 Form in Boxes 12a through 12d codes D, E, F, G, H, and S)	\$ _____
c. Other untaxed income not reported elsewhere	\$ _____
d. Taxable earnings from Federal Work Study, need-based fellowships/assistantships and cooperative education programs	\$ _____

3. If you did not file and are not required to file a 2010 Federal income tax return, list below your employer(s) and any income received in 2010 (use the W-2 form or other earnings statements if available).

Employer	2010 Amount
_____	\$ _____
_____	\$ _____

D. Parent(s) Tax Forms and Income Information

- Check one box only. Tax returns may include the 2010 IRS Form 1040, 1040A, 1040EZ, or a foreign income tax return. If your parent(s) did not keep a copy of their tax return, a copy may be requested from their tax preparer or the IRS (1-800-829-1040).
 - My parent(s) have already filed a joint 2010 Federal income tax return and I am submitting the **signed tax return**.
 - My parent(s) have filed separate 2010 Federal income tax returns and I am submitting both **signed tax returns**.
 - My parent(s) will file a 2010 Federal tax return. A signed tax return(s) will be submitted to the school by _____(date).
 - My parent(s) did not file **and** are not required to file a 2010 Federal income tax return.

2. Parents' Additional Financial Information (Refer to Questions 92 from the FAFSA).

Sources of untaxed income and income exclusions	2010 Amount
a. Child Support received (excluding foster care)	\$ _____ wkly/mo/yr
b. Payments to tax-deferred pensions/savings plans (reported on W-2 Form in Boxes 12a through 12d codes D, E, F, G, H, and S)	\$ _____
c. Child Support paid for children not in the household	\$ _____
d. Other untaxed income not reported elsewhere	\$ _____

3. If your parent(s) did not file and were not required to file a 2010 Federal income tax return, list below their employer(s) and any income received in 2009 (use the W-2 form or other earnings statements if available).

Employer	2010 Amount
_____	\$ _____
_____	\$ _____

4. If you, your parents or anyone in their household receive any of the benefits listed please indicate below (check all that apply):

- Social Security Benefits
- Temporary Assistance for Needy Families (TANF)
- Supplemental Security Income
- Food Stamps and/or WIC

E. Sign this Worksheet

By signing this worksheet, we certify that all the information reported on it is complete and correct. **At least one parent must sign.**

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

Student Date

Parent Date

Don't forget to sign your tax forms.

Send form to Tusculum College. Do not send worksheet to the Department of Education.