

**2009-2010
Verification Worksheet
For Independent Students**

Your 2009-2010 Free Application for Federal Student Aid (FAFSA) has been selected for review in a process called "Verification". In this process, the Office of Student Financial Services will compare the information you provided on your FAFSA with the financial documents listed on the enclosed white letter and yellow (What You Can Submit for Federal Income Tax Returns) form. If there are discrepancies, corrections will be made and your financial aid award may be adjusted.

Please be advised that the Verification process CAN TAKE SEVERAL WEEKS and your federal financial aid cannot be disbursed until the process is complete. Therefore, we suggest that you submit all information to the above address WITHIN 30 DAYS. Incomplete paperwork will be returned to you, thereby delaying the processing of your financial aid disbursement. Failure to return the requested documentation may result in the cancellation of your aid. Thank you for your cooperation and prompt response.

A. Student Information

Last Name	First Name	M.I.	Student ID# or Social Security Number
Current Address			Telephone Number
City	State	Zip Code	Date of Birth

B. Family Information. Please follow these steps when completing the section below.

1. Student – **Write your name and age on the first line.**
2. **List the name and age of your spouse, if married.** Include spouse's information *if you were married prior to filling out the FAFSA.*
Please circle your marital status as of today: single married remarried widowed separated divorced
Month and year you were married/remarried ____/____ or widowed ____/____
Date of separation ____/____/____ Date of divorce -or- the start of legal proceedings (circle which) ____/____/____
3. **List your children/stepchildren** on the remaining lines, *if* you will provide more than 50% of their support from July 1, 2009 through June 30, 2010 **OR** *if* the children would be required to provide parental information when applying for federal student aid. Don't include foster children.
4. **List other people only if they now live with you** and you provide more than 50% of their support and will continue to provide the support from July 1, 2009 to June 30, 2010. Please do not include significant other.
5. Write in the name of the college for any household member, who will be attending at least half time between July 1, 2009 and June 30, 2010 and will be enrolled in a degree program. If you need more space, attach a separate page. **Neither family size nor number in college can be adjusted once verification has been completed.**

Name	Age	Relationship to Student	Name of College
		STUDENT/SELF	NDSU

over please

C. 2008 Taxable Income Information – do not leave blank

1. Did or will you, the student file a 2008 federal tax return? Yes No

Please list your total wages earned in 2008 below. Write "0" in the chart if you did not earn any money from an employer.

2. Did or will your spouse, (if married) file a 2008 federal tax return? Yes No

Please list their total wages earned in 2008 below. Write "0" in the chart if they did not earn any money from an employer.

If applicable, include the profit or loss from your/your spouse's business, (line 31 of the Schedule C or line 3 of the Schedule C-EZ should equal line 12 of the 1040) and/or farm (line 36 of the Schedule F should equal line 18 of the 1040), and Schedule K-1 (Form 1065).

Name of Student's 2008 Employers	Amount Earned	Name of Spouse's 2008 Employers	Amount Earned
	\$		\$
	\$		\$
	\$		\$

D. 2008 Untaxed Income and Benefits

Please write the amount received in 2008 for each of the items in the chart below. **Do not leave blank.** *If no income was received from the specific source listed, please write "0".* **When there are multiple options, please circle which one pertains to you.** *

Questions 46	Student	Spouse
Child support paid out in 2008. Do not include support paid for children listed in section B on the front of this worksheet. <i>Please indicate the name(s) of the child(ren) here for whom you are paying the support for:</i>	\$	\$
Taxable earnings from the Federal College Work-Study program. <i>Please list the name of the college here, from which you earned the Work-Study money:</i>	\$	\$
Grant or scholarship aid in excess of tuition fees, books, and required supplies, <i>that you reported on your 2008 federal tax return.</i>	\$	\$
Combat pay that was taxable and included in your/their Adjusted Gross Income (AGI) on the tax return.	\$	\$

Questions 47	Student	Spouse
Payments to a tax-deferred pension or savings plan, including, but not limited to, amounts reported on the W-2 Form in Boxes 12a through 12d, codes D,E,F,G,H and S.	\$	\$
Child support received for all children. Do not include foster care or adoption payments. <i>Please list the names here for whom the support was paid:</i>	\$	\$
Housing, food and other living allowances paid to clergy, military and others (including cash payments and cash value of benefit). Military personnel please provide the number of months BAH was received in 2008 ____, as well as the zip code _____ and rank _____ while receiving the housing allowance.	\$	\$
Veterans' non-education benefits such as Disability, Death Pension, or Dependency & Indemnity Compensation (DIC) and or VA Educational Work-Study allowances.	\$	\$
Any other untaxed income or benefits such as disability, worker's compensation, untaxed portions of railroad retirement benefits, Black Lung Benefits, etc. *	\$	\$
Money received or paid on your behalf, for rent/bills or living expenses.	\$	\$

E. Sign this Worksheet

By signing this Verification Worksheet, we certify that all the information reported is true and accurate.

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

Student _____ Date ____/____/____

Is this worksheet completely filled out?

Did you provide copies that we can keep?

Did you remember to include all requested documentation?

Are your tax forms signed?