NORTHEAST STATE
We're here to get you there

FINANCIAL AID OFFICE

2012–2013 Verification Worksheet - DEPENDENT

Your Free Application for Federal Student Aid (FAFSA) was selected for review in a process called "verification". In this process Northeast State compares information from your application with this form or other financial documents. The law says we have the right to ask you for this information before awarding federal aid.

COMPLETE ALL PAGES OF THIS ENTIRE FORM, SIGN AS REQUIRED, ATTACH ANY OTHER REQUIRED DOCUMENTS AND SUBMIT TO THE FINANCIAL AID OFFICE.

If there are differences between your FAFSA information and your financial documents, additional information may be requested and your application may need to be reprocessed. You will be notified by the Financial Aid Office if we make corrections on your application.

A. Dependent Student's Information

Student's Last Name Student's First Name Student's M.I.

Student's ID (SID) and Last Four Digits of SSN

Student's Street Address (include apt. no.)

Student's Date of Birth

City State Zip Code

Student's Email Address

Student's Home Phone Number (include area code)

Student's Alternate or Cell Phone Number

B. Dependent Student's Family Information

List below the people in your parent(s)' household. Include:

- Yourself and your parent(s) (including a stepparent) even if you don't live with your parent(s).
- Your parent(s)' other children if your parent(s) will provide more than half of their support from July 1, 2012, through June 30, 2013, or if the other children would be required to provide parental information when completing a FAFSA for 2012–2013. Include children who meet either of these standards, even if they do not live with your parent(s).
- Other people if they now live with your parent(s) and your parent(s) provide more than half of their support and will continue to provide more than half of their support through June 30, 2013.

Include the name of the college for any household member, **excluding** your parent(s), who will be enrolled at least half time in a college/university any time between July 1, 2012, and June 30, 2013. *If more space is needed, attach a separate page with the student's name and SID or SSN at the top.*

Full Name	Age	Relationship	College	Will be Enrolled at Least Half Time
Missy Jones (example)	*18*	*Sister*	*Central University*	*Yes*
		Self		

C. Dependent Student's Income Information to Be Verified

1. TAX RETURN FILERS—**Important Note:** If you filed, or will file, an amended 2011 IRS tax return, you must request both the IRS tax return transcript and the IRS amended tax return transcript.

1. Check the box that applies:

☐ You used the IRS Data Retrieval Tool in FAFSA on the Web to retrieve and transfer 2011 IRS income information into your FAFSA, either on the initial FAFSA or when making a correction to the FAFSA.

☐ You did not use the IRS Data Retrieval Tool in FAFSA on the Web. You will submit to the school a **2011 IRS tax return transcript—**not a photocopy of the income tax return. *To obtain an IRS tax return transcript, go to www.IRS.gov and click on the "Order a Return or Account Transcript" link, or call 1-800-908-9946. Make sure to request the "**IRS tax return transcript**" It takes up to two weeks for IRS income information to be available for electronic IRS tax return filers, and up to eight weeks for paper IRS tax return filers.* ☐ ***Check here if your IRS tax return transcript is attached to this worksheet.***

2. TAX RETURN NONFILERS—Complete this section if you will not file and are not required to file a 2011 income tax return with the IRS.

Check the box that applies:

☐ I was not employed and had no income earned from work in 2011.

☐ I was employed in 2011 and have listed the names of all my employers (see back page), and the amount earned from each employer in 2011. Attach copies of all 2011 IRS W-2 forms issued to the student by employers. *List every employer even if they did not issue an IRS W-2 form. If more space is needed, attach a separate page with the student's name and SID or SSN at the top.*

Employer's Name	2011 Amount Earned	IRS W-2 Attached?
Suzy's Auto Body Shop (example)	*$2,000.00(example)*	*Yes(example)*

D. Parent's Income Information to Be Verified.

1. TAX RETURN FILERS - **Important Note:** If your parent(s), filed or will file, an amended 2011 IRS tax return you must request both the IRS tax return transcript and the IRS amended tax return transcript.

Check the box that applies:

☐ Your parent(s) used the IRS Data Retrieval Tool in FAFSA on the Web to transfer 2011 IRS income information into your FAFSA, either on the initial FAFSA or when making a correction to the FAFSA.

☐ Your parent(s) did not use the IRS Data Retrieval Tool, and your parent(s) will submit to your school a copy of the parent's **2011 IRS tax return transcript(s)**—not photocopies of the income tax return. *To obtain an IRS tax return transcript go to www.IRS.gov and click on the "Order a Return or Account Transcript" link, or call 1-800-908-9946. Make sure you order the "**IRS tax return transcript**". It takes up to two weeks for IRS income information to be available for electronic IRS tax return filers, and up to eight weeks for paper tax return filers. If the parents are married, and separate 2011 tax returns were filed, 2011 IRS tax return transcripts must be submitted for each parent.* ☐ ***Check here if parent(s) IRS tax return transcript(s) is attached to this worksheet.***

2. TAX RETURN NONFILERS - Complete this section if your parent(s) will not file and are not required to file a 2011 income tax return with the IRS.

Check the box that applies:

☐ Your parent(s) were not employed and had no income earned from work in 2011.

☐ Your parent(s) were employed in 2011 and have listed below the names of all the parent's employers, the amount earned from each employer in 2011, and whether an IRS W-2 form is attached. Attach copies of all 2011 IRS W-2 forms issued to the parent(s) by employer(s). *List every employer even if they did not issue an IRS W-2 form. If more space is needed, attach a separate page with the student's name and SID or SSN at the top.*

Employer's Name	2011 Amount Earned	IRS W-2 Attached?
Suzy's Auto Body Shop (example)	*$2,000.00* (example)	*Yes* (example)

E. Parent's Other Information to Be Verified

1. Complete this section if someone in your parent's household (listed in Section B) received benefits from the Supplemental Nutrition Assistance Program or SNAP (formerly known as food stamps) any time during the 2010 or 2011 calendar years.

☐ One of the persons listed in Section B of this worksheet received SNAP benefits in 2010 or 2011. If asked by Northeast State's Financial Aid Office, I will provide documentation of the receipt of SNAP benefits during 2010 and/or 2011.

2. Complete this section if one of your parents paid child support in 2011.

☐ One (or both) of my parents listed in Section B of this worksheet paid child support in 2011. The parent has indicated below the name of the person who paid the child support, the name of the person to whom the child support was paid, the names of the children for whom child support was paid, and the total annual amount of child support that was paid in 2011 for each child. If asked by the school, I will provide documentation of the payment of child support. *If you need more space, attach a separate page that includes your name and SID or SSN at the top.*

Name of Person Who Paid Child Support	Name of Person to Whom Child Support was Paid	Name of Child for Whom Support Was Paid	Amount of Child Support Paid in 2011
Marty Jones	*Chris Smith (example)*	*Terry Jones*	*$6,000.00*

F. Certification and Signatures –

Each Person signing this worksheet certifies that all of the information is complete and correct. **The student and one parent must sign and date.**

Student's Signature _____ Date _____

Parent's Signature _____ Date _____

WARNING: If you purposely give false or misleading information on this worksheet, you may be fined up to $20,000, be sentenced to jail, or both.