



Office of Student Financial Aid
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2007-2008 Verification Worksheet

Federal Student Aid Programs

Independent

Your application was selected for review in a process called "Verification". In this process, Darton will be comparing information from your application with signed copies of your and (and your spouse's, if you are married) 2006 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 counselor as soon as possible, so that your financial aid won't be delayed.

What you should do

1. Collect your (and your spouse's) financial documents (signed Federal income tax forms, W-2 forms, etc.)
2. Talk to your financial aid counselor 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 your school requests to your financial aid counselor.
5. Your financial aid counselor will compare information on this worksheet and any supporting documents with the information you submitted on your application. You may need to make corrections electronically or by using your SAR. *Your school must review the requested information under the financial aid program rules (34 CFR, Part 668).*

A: Student Information

| | | | |
|----------------------------|------------|----------|----------------------------------|
| _____ | _____ | _____ | _____ |
| Last name | First name | M.I | SSN/School ID |
| _____ | | | _____ |
| Address (include apt. no.) | | | Date of birth |
| _____ | _____ | _____ | _____ |
| City | State | Zip code | 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 provide more than half of their support from July 1, 2007 through June 30, 2008, 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, 2007 through June 30, 2008.

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 college at least half time from July 1 2007 through June 30, 2008 and will be enrolled in a degree, diploma, or certificate program. If you need more space, attach a separate page.

| Full Name | Age | Date of Birth | Relationship | College |
|------------------------------|-----------|---------------|--------------|-----------------------|
| <i>Missy Jones (example)</i> | <i>24</i> | | <i>Self</i> | <i>Darton College</i> |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

C: Student's Tax Forms and Income Information (all applicants)**Independent**

1. Check only one box below. Tax returns include the 2006 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 an Internal Revenue Service form that lists tax account information.

- Check and attach signed tax return.
- Check and complete – a signed tax return will be submitted to the school by _____ (date)
- Check here if you will not file and are not required to file a 2006 U.S. Income Tax Return.

2. Funds received for child support and other untaxed income. (See worksheets A & B of the Free Application for Federal Student Aid-(FAFSA), **Do not leave any blank areas**)

| Source of Untaxed Income | 2006 Amount | Sources of Untaxed Income | 2006 Amount |
|--------------------------------|-------------|---------------------------|-------------|
| a. Child Support | \$ | d. | \$ |
| b. Social Security (non-taxed) | \$ | e. | \$ |
| c. Welfare (including TANF) | \$ | f. | \$ |

3. If you did not file and are not required to file a 2006 Federal income tax return, list below your employer(s) and any income received in 2006 (use the W-2 form or other earnings statements if available).

| Sources | 2006 Amount |
|---------|-------------|
| | \$ |
| | \$ |
| | \$ |

D. Spouse's Tax Forms and Income Information

1. Check only one box below. Tax returns include the 2006 IRS Form 1040, 1040A, 1040EZ, a tax return from Puerto Rico or a foreign income tax return. If your spouse did not keep a copy of the tax return, request a copy from the tax preparer or request an Internal Revenue Service form that lists tax account information.

- Check if you and your spouse did or will file a joint return.
- Check and attach spouse's signed tax return if your spouse filed a separate return.
- Check and complete – a signed spouse's tax return(s) will be submitted to the school by _____ (date).
- Check here if your spouse will not file and is not required to file a 2006 U.S. Income Tax Return.

2. Funds received for child support and other untaxed income. (See worksheets A & B of the Free Application for Federal Student Aid.) **Do not leave any blank areas**

| Sources of Untaxed Income | 2006 Amount | Sources of Untaxed Income | 2006 Amount |
|--------------------------------|-------------|---------------------------|-------------|
| a. Child Support | \$ | d. | \$ |
| b. Social Security (non-taxed) | \$ | e. | \$ |
| c. Welfare (including TANF) | \$ | f. | \$ |

3. If your spouse did not file and is not required to file a 2006 Federal income tax return, list below your spouse's employer(s) and any income they received in 2006 (use the W-2 form or other earnings statements if available).

| Sources | 2006 Amount |
|---------|-------------|
| | \$ |
| | \$ |
| | \$ |

E. 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.

Student

Date

Spouse

Date

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

Do not mail this worksheet to the Department of Education. Submit this worksheet to your Financial Aid Counselor at your school. Make sure that tax forms are signed