

2012-13 Verification Worksheet Federal Student Aid Programs

Independent Your application was selected by the U.S. Dept. of Education for review in a process called “verification.”
WHAT YOU MUST DO BEFORE FINANCIAL AID CAN BE AWARDED TO YOU

1. If you and your spouse used the IRS Tax Retrieval process when completing your FAFSA and did not make any changes to that information, a 2011 tax transcript is not necessary.
2. If you and your spouse did not use the IRS Tax Retrieval process or you made changes after the IRS Retrieval, contact the IRS at www.irs.gov or call 1-800-829-1040 to obtain a 2011 tax transcript.
3. **Complete all sections and sign the worksheet** - you and your spouse must sign the worksheet.
4. Submit all required documents to the Office of Financial Aid
5. If you did not file or are not required to file an IRS 1040, you must affirm that you are not required to file an IRS 1040 and include a copy of 2011 W-2 Forms from all employers.

A. Student Information (Please print or type)

<i>Last Name</i>	<i>First Name</i>	<i>M.I.</i>	<i>Social Security Number</i>	
<i>Address (include apt. #)</i>		<i>City</i>	<i>State</i>	<i>Zip Code</i>
<i>Date of Birth</i>	<i>E-mail Address</i>		<i>Phone Number (include area code)</i>	

B. Family Information

List the people in your household, include:

- ❖ You and your spouse
- ❖ Your children if you will provide more than half of their support from July 1, 2012 through June 30, 2013, even if they don't live with you
- ❖ 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, 2012 through June 30, 2013

Write the names of ALL household members. Also write in the name of the college for any family member who will be attending college at least half-time between July 1, 2012 and June 30, 2013, 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 Attending in 2012-13
Example: Martha Jones	29	Self	City University

C. STUDENT - COMPLETE ONLY IF YOU WILL NOT FILE AND ARE NOT REQUIRED TO FILE

I ATTEST THAT I HAVE NOT FILED AN IRS 1040 FOR 2011 AND I AM NOT REQUIRED TO FILE AN IRS 1040 FOR 2011. I HAVE ATTACHED ALL OF THE W-2 FORMS I RECEIVED FOR 2011.

D. SPOUSE - - COMPLETE ONLY IF YOU WILL NOT FILE AND ARE NOT REQUIRED TO FILE

I ATTEST THAT I HAVE NOT FILED AN IRS 1040 FOR 2011 AND I AM NOT REQUIRED TO FILE AN IRS 1040 FOR 2011. I HAVE ATTACHED ALL OF THE W-2 FORMS I RECEIVED FOR 2011.

Applicants with no taxable income, no earned income or no untaxed income as reported in Section E will be required to submit a LOW INCOME VERIFICATION FORM showing how living expenses were met.

E. Additional Income

Both tax filers and non-tax filers must list any untaxed income received in 2011. **Be sure to enter zeros if no funds were received.** Failure to complete this section will delay the processing of your financial aid.

Student	Calendar Year 2011	Spouse
	2011 Untaxed Income	
\$	Payments to tax-deferred pensions and savings plans (paid directly or withheld from earnings) including, but not limited to, amounts reported on W-2 Form Box 12a - 12d, codes D, E, F, G, H, and S.	\$
\$	Child support received for all children. Don't include foster care or adoption payments.	\$
\$	Housing, food, and other living allowances paid to members of the military, clergy, and others (including cash payments and cash value of benefits). Don't include the value of on base military housing or the value of a basic military allowance for housing.	\$
\$	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, not reported elsewhere, such as workers' compensation, untaxed portions of railroad retirement benefits, Black Lung Benefits, Refugee Assistance, etc. Don't include student aid, earned income credit, additional child tax credit, welfare payments, untaxed Social Security benefits, Supplemental Security Income, Workforce Investment Act educational benefits, combat pay, benefits from flexible spending arrangements (e.g., cafeteria plans), foreign income exclusion or credit for federal tax on special fuels.	\$
\$	Cash received or money paid on your behalf (e.g., bills), not reported elsewhere on this form.	\$
	2011 Additional Financial Information	
\$	Combat pay or special combat pay. Only enter the amount that was taxable and included in the adjusted gross income. Do not enter untaxed combat pay reported on the W-2 (Box 12, Code Q).	\$
\$	Child support paid because of divorce or separation or as a result of a legal requirement. List the names of the children receiving the child support _____ _____ The person's name to whom the support is paid _____ Address where the child lives _____	\$

IF THESE DOCUMENTS ARE REQUIRED, PLEASE INCLUDE THEM WITH THIS WORKSHEET
 2011 SIGNED IRS TAX TRANSCRIPT
 2011 IRS W-2 FORMS IF AN IRS TAX RETURN IS NOT FILED
 DOCUMENTATION OF FOOD STAMPS

Recipients of Food Stamp (SNAP) benefits must provide documentation from DHS if benefits were received in 2010 or 2011. A printout from the web site or a copy of your SNAP card will be accepted as documentation.

F. Sign This Worksheet

By signing this worksheet, I (we) certify that all the information reported on this worksheet is complete and correct. **Warning:** If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.

Student Signature	Date	Spouse Signature	Date
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Return by mail, email or fax to: **Eckerd College, Office of Financial Aid,**
4200 54th Avenue South, St. Petersburg, FL 33712
(727) 864-8334 or 1-800-456-9009 FAX: (727) 866-2304
E-MAIL - finaid@eckerd.edu