

2011-2012 VERIFICATION WORKSHEET
OFFICE OF STUDENT FINANCIAL ASSISTANCE AND SCHOLARSHIP
EASTERN KENTUCKY UNIVERSITY

CPO 59 – SSB 251
 521 Lancaster Ave
 Richmond, KY 40475
 Phone: 859-622-2361 Fax: 859-622-2019

****** ALL FORMS MUST BE RECEIVED NO LATER THAN 2 WEEKS PRIOR TO THE LAST DAY OF THE TERM******

Your application has been selected for review /verification. The Office of Student Financial Assistance and Scholarship will be comparing information from your application (FAFSA) with this worksheet and your tax returns. The law states we have the right to ask you for this information before awarding federal aid. If there are differences between your application and the documents you submit, corrections may need to be transmitted to the federal processor. **Financial Assistance will not be awarded until the "verification" process is complete.**

All forms must be received by the deadline date or your aid will not be processed.

WHAT YOU SHOULD DO

1. Collect your (and your spouse's or parents') financial documents (**SIGNED** 2010 federal income tax forms, W-2's, 1099's, etc).
2. Talk to your financial aid administrator if you have questions about completing this worksheet.
3. Complete all sections of the worksheet and provide the required signatures (yours [and your parents', if applicable]).
4. Take or mail the complete worksheet, signed tax forms, and any other documents to the financial aid office.

A: STUDENT INFORMATION

Student's Last Name	First	M.I.	EKU ID
Address (include apt. no.)			City
			State
			Zip
Date of Birth			Phone Number

B: FAMILY INFORMATION

INDEPENDENT STUDENTS

List the people in your household excluding foster children. Include: (A) yourself, (b) your spouse, if married (c) your children, if you or your spouse will provide more than half of their support from July 1, 2011 through June 30, 2012.

[Also write the name of the college for any family member who will be attending college at least half-time between July 1, 2011 and June 30, 2012, and will be enrolled in a degree or certificate program.]

DEPENDENT STUDENT

List the people in your parent's household excluding foster children. Include: (a) yourself, (b) the parent(s) you used on the FAFSA (include step-parent), (c) your parents' other children **IF** your parents will provide more than half of their support from July 1, 2011 through June 30, 2012.

[Also write in the name of the college for any family member **(EXCLUDING YOUR PARENT(S))** who will be attending college at least half-time between July 1, 2011 and June 30, 2012, and will be enrolled in a degree or certificate program.]

(ATTACH ANOTHER SHEET IF NECESSARY)

FULL NAME	AGE	RELATIONSHIP TO STUDENT	COLLEGE ATTENDING
1.		SELF/STUDENT	EKU
2.			
3.			
4.			
5.			
6.			
7.			

C: STUDENT'S TAX FORMS AND INCOME INFORMATION

Note: Tax filers must include a **signed** copy of the 2010 IRS Form 1040, 1040A, 1040EZ, Telefile Worksheet, a tax return from Puerto Rico or a foreign income tax return and W2s. **If you did not keep a copy of the tax return**, you may request a tax listing by calling the IRS at 1-800-829-1040. *Form 8453 is not acceptable.* ****The Telefile worksheet must be signed****

STUDENT/SPOUSE INFORMATION:

1. Did you (student/spouse) file a 2010 Federal Tax Return? Yes No If yes, attach a signed copy of your tax return.
2. Did you receive a W-2 from any employer? Yes No If yes, attach a copy of the W-2.
3. Funds received from child support and other untaxed income. (See Question 44 of the Free Application for Federal Student Aid (FAFSA).)

Sources of Untaxed Income	2010 Yearly Amount	Sources of Untaxed Income	2010 Yearly amount
Child support received	\$	VA Non-Educational Benefits	\$
Workman's Compensation	\$	Other Untaxed Income	\$
Military/Clergy Allowances (Housing, Food, Living)	\$	Other Non-Reported Money	\$

PARENT INFORMATION (if information was reported on the FAFSA):

1. Did your parent(s) file a 2010 Federal Tax Return? Yes No If yes, attach a copy of their tax return.
2. Did your parent(s) receive a W-2 from any employer? Yes No If yes, attach a copy of the W-2(s).
3. Funds received from child support and other untaxed income. (See Question 92 of the Free Application for Federal Student Aid (FAFSA).)

Sources of Untaxed Income	2010 Yearly Amount	Sources of Untaxed Income	2010 Yearly amount
Child support received	\$	VA Non-Educational Benefits	\$
Workman's Compensation	\$	Other Untaxed Income	\$
Military/Clergy Allowances (Housing, Food, Living)	\$	Other Non-Reported Money	\$

D: SIGN THIS WORKSHEET

By signing this worksheet, I (we) certify that all the information reported on this worksheet is complete and correct. I also understand that if any of the information reported on this form is inconsistent with what I/we reported on the FAFSA, I/we may be required to submit additional documentation.

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

Parent Signature (Required if parent information was required on FAFSA)

Date