

# 2006-2007 Verification Worksheet

## Federal Student Aid Programs

FORM APPROVED  
OMB NO. 1845-0041

Your application was selected for review in a process called "Verification." In this process, your school will be comparing information from your application with signed copies of your and your parent(s) 2005 Federal tax forms, 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, we may need to send in corrections electronically, to have your information reprocessed.

Complete this verification form and submit it to your financial aid administrator as soon as possible, so that your financial aid won't be delayed. Your financial aid administrator will help you.

### What you should do

1. Collect your and your parent(s) financial documents (signed Federal income tax forms, W-2 forms, etc..).
2. Fill in and sign the worksheet – **Remember that at least one parent is required to sign.**
3. Send the completed worksheet, tax forms, and any other documents your school needs to your financial aid administrator. (Fax available at (615) 250-4968).
4. Your financial aid administrator will compare information on the documents.
5. Talk to your financial aid administrator if you have questions about completing this worksheet.

*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.	Social Security Number
_____			_____
Address (include apt. no.)			Date of birth
_____			_____
City State ZIP code			Phone number w/area code (Circle one) Home/Work/Cell

### B. Family Information

List the people in your parents household, include:

- yourself and your parent(s) (including any stepparent) even if you do not live with your parent(s)
- your parents' other children, even if they do not live with your parent(s), **if** your parents provide more than half of their support from July 1, 2006 through June 30, 2007, or **if** the children would be required to provide parental information when applying for Federal Student Aid
- 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 from July 1, 2006 through June 30, 2007.

Write the names of all household members. 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 between July 1, 2006 and June 30, 2007, and will be enrolled in a degree, diploma, or certificate program. If you need more space, attach a separate page.

Full Name	Date of Birth	Relationship	College
		Self	Tusculum College

### C. Student's Tax Forms and Income Information (all applicants)

Dependent

Check one box only. Tax returns include the 2005 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 a copy from the IRS (<http://www.irs.gov/pub/irs-pdf/f4506>)

- I have already filed a 2005 Federal income tax return and I am submitting the **signed tax return**.
- I will file a 2005 Federal income tax return. A signed tax return will be submitted to the school by \_\_\_\_\_(date).
- I did not file and I am not required to file a 2005 Federal income tax return.

### D. Parent(s) Tax Forms and Income Information

Check one box only. Tax returns include the 2005 IRS Form 1040, 1040A, 1040EZ, a tax return from Puerto Rico or a foreign income tax return. If your parent(s) did not keep a copy of their tax return, a copy can be requested from their tax preparer or from the IRS (<http://www.irs.gov/pub/irs-pdf/f4506>)

- My parent(s) have already filed a return and are submitting the **signed tax return**.
- My parent(s) will file a 2005 Federal income tax return. Signed tax return(s) will be submitted to the school by \_\_\_\_\_(date).
- My parent(s) did not file and are not required to file a 2005 Federal income tax return. **If checked, your parents MUST complete Section E.**

### E. Parent(s) 2005 Low Income Verification (For Non-tax filers ONLY)

If your parent(s) have filed or will be filing a 2005 Federal income tax return, go to Section F

This section is being completed in regards to the:  Mother/ Stepmother  Father/ Stepfather  Both

1. Were you on public assistance? (If so, please state how much you received for the year 2005).  No  Yes
- |                          |                             |                              |          |        |
|--------------------------|-----------------------------|------------------------------|----------|--------|
| a. Food Stamps           | <input type="checkbox"/> No | <input type="checkbox"/> Yes | \$ _____ | Amount |
| b. Child Care Assistance | <input type="checkbox"/> No | <input type="checkbox"/> Yes | \$ _____ | Amount |
| c. Section 8 Housing     | <input type="checkbox"/> No | <input type="checkbox"/> Yes | \$ _____ | Amount |
| d. SSI/ SSD              | <input type="checkbox"/> No | <input type="checkbox"/> Yes | \$ _____ | Amount |
| e. Other: _____          | <input type="checkbox"/> No | <input type="checkbox"/> Yes | \$ _____ | Amount |

2. Were you employed?  No  Yes
- a. If employed, how were you compensated for your work?
- |                                  |                             |                              |          |        |
|----------------------------------|-----------------------------|------------------------------|----------|--------|
| i. Money                         | <input type="checkbox"/> No | <input type="checkbox"/> Yes | \$ _____ | Amount |
| ii. Value of free room and board | <input type="checkbox"/> No | <input type="checkbox"/> Yes | \$ _____ | Amount |
| iii. Other _____                 | <input type="checkbox"/> No | <input type="checkbox"/> Yes | \$ _____ | Amount |

b. Did you receive any unemployment?  No  Yes \$ \_\_\_\_\_ Amount Week/ Month/ Year (Circle One)

3. Did you use student aid to assist you in your living expenses?  No  Yes If yes, please answer the following:
- Name of College \_\_\_\_\_ Dates of attendance \_\_\_\_\_
- Type of aid received:
- |                                 |                 |                                       |                 |
|---------------------------------|-----------------|---------------------------------------|-----------------|
| <input type="checkbox"/> Grants | Amount \$ _____ | <input type="checkbox"/> Scholarships | Amount \$ _____ |
| <input type="checkbox"/> Loans  | Amount \$ _____ | <input type="checkbox"/> GI Bill      | Amount \$ _____ |
| <input type="checkbox"/> Other  | Amount \$ _____ | Please Explain: _____                 |                 |

4. Questions regarding your housing
- a. How were your monthly rent/mortgage and utilities paid? \_\_\_\_\_
- b. Whose name is on the lease and/ or utility bills? \_\_\_\_\_
- c. If you were living with someone who covered the rent/mortgage? (Please estimate the additional cost in food and incidentals you cost that person)
- \_\_\_\_\_
- d. If your housing was paid by someone that you did not live with – what is their relationship to you and how much was the monthly payment?
- \_\_\_\_\_

5. Please use the space below to explain what you used for transportation and who paid your transportation expenses. (i.e., car payment, insurance, gas, maintenance)

If none of the above items explain your circumstances, please elaborate on a separate piece of paper and return it along with this worksheet. Please be very specific regarding cash received or any money paid on your behalf. Include source income and amounts received.

## F. Student and Parent(s) Worksheet A

If the section does not apply to you, please indicate either 0 or N/A in the box provided

Student		Parent(s)
\$	Earned income credit from IRS Form 1040-line 66a; 1040A-line 41a or 1040EZ-line 8a	\$
\$	Additional Child tax credit from IRS Form 1040-line 68 or 1040A-line 42	\$
\$	Welfare benefits, including Temporary Assistance for Needy Families (TANF). Don't include Food Stamps or subsidized housing.	\$
\$	Social Security benefits received for all household members reported in Section B that were not taxed (such as SSI)	\$

## G. Student and Parent(s) Worksheet B Dependent

If the section does not apply to you, please indicate either 0 or N/A in the box provided

Student		Parent(s)
\$	Payment to tax-deferred pension and savings plans (paid directly or withheld from earnings), 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	\$
\$	Tax exempt interest income from IRS Form 1040-line 8b or 1040A-line 8b.	\$
\$	Untaxed portions of IRA distributions from IRS Form 1040-lines (15a minus 15b) or 1040A-lines (11a minus 11b). Exclude rollovers. If negative, enter a zero here	\$
\$	Untaxed portions of pensions from IRS Form 1040-lines (16a minus 16b) or 1040A-lines (12a minus 12b). Exclude rollovers. If negative, enter a zero here.	\$
\$	IRA deductions and payments to self-employed SEP, SIMPLE, and Keogh and other qualified plans from IRS Form 1040-total of line 28 + line 32 or 1040A-line 17.	\$
\$	Credit for federal tax on special fuels from IRS Form 4136-line 15 – non-farmers only	\$
\$	Foreign Income exclusion from IRS Form 2555-line 43 or 2555EZ-line 18	\$
\$ Wk/ Mo/ Yr	Child support <b>received</b> for all children. Don't include foster care or adoption payments	\$ Wk/ Mo/ Yr
\$	Housing, Food, and other living allowances paid to members of the military, clergy, and others (including cash payments and cash value of benefits)	\$
\$	Veteran's noneducation 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 on Worksheets A and B, such as worker's compensation, untaxed portions of railroad retirement benefits, Black Lung Benefits, disability, etc. Tax filers only: report combat pay not included in AGI  <b>Don't include</b> student aid, Workforce Investment Act educational benefits, combat pay if you are not a tax filer, or benefits from flexible spending arrangements, e.g., cafeteria plans.	\$
\$	Cash <b>received</b> , or any money paid on your behalf, not reported elsewhere on this form	\$ XXXXXXXXXX

## H. Student and Parent(s) Worksheet C

If the section does not apply to you, please indicate either 0 or N/A in the box provided

Student		Parent(s)
\$ Wk/ Mo/ Yr	Child support you or your spouse <b>paid</b> because of divorce or separation or as a result of a legal requirement. Don't include support for children in your household, as reported on page 1 of this worksheet	\$ Wk/ Mo/ Yr
\$	Education credits (Hope and Lifetime Learning tax credits) from IRS Form 1040-line 50 or 1040A-line 31	\$
\$	Taxable earnings from Federal Work-Study or other need-based work programs	\$
\$	Student grant, scholarship, fellowship, and assistantship aid, including AmeriCorps awards, that was reported to the IRS in your adjusted gross income	\$

## I. Student and Parent(s) Asset Information

## Dependent

If the section does not apply to you, please indicate either 0 or N/A in the box provided

Student		Parent(s)
\$	As of today, what is the total current balance of cash, savings, and checking accounts? (Do not include student financial aid)	\$
\$	As of today, what is the net worth of investments, including real estate (but not your Parent's home)? <i>Net worth</i> means current value minus the debt.  <b>Investments include</b> real estate (do not include the home you or your parent(s) live in), trust funds, money market funds, mutual funds, certificates of deposit, stocks, stock options, bonds, other securities, Coverdell savings accounts, college savings plans, installment and land sale contracts (including mortgages held), commodities, etc. Investment value includes the market value of these investments as of today. Investment debt means only those debts that are related to the investments.  <b>Investments DO NOT include</b> the home you or your parent(s) live in, the value of life insurance, retirement plans (pension funds, annuities, non-education IRAs, Keogh plans, etc.), and prepaid tuition plans, or cash savings, and checking accounts already reported above	\$
\$	As of today, what is the net worth of current businesses and/or investment farms? Do not include a farm that you or your parent(s) live on and operate.  <b>Business and/or investment farm value</b> includes the market value of land, buildings, machinery, equipment, inventory, etc. Business and/or investment farm debt means only those debts for which the business or investment farm was used as collateral.	\$

## J. Sign this Worksheet

By signing this worksheet, we certify that all the information reported on it is complete and correct. **At least one parent must sign.**

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

\_\_\_\_\_  
Student Date

**Don't forget to sign your tax forms.**

\_\_\_\_\_  
Parent Date

**Do not mail this worksheet to the Department of Education.  
Send it to your Financial Aid Administrator at your school.**

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 1845-0041. The time required to complete this information collection is estimated to average twelve minutes, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection. If you have any comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to: U.S. Department of Education, Washington, DC 20202-5345. If you have comments or concerns regarding the status of your individual submission of this form, write directly to: Application and Pell Processing Systems Division, U.S. Department of Education, 400 Maryland Avenue, S.W., Washington, DC 20202-5345.