

Independent Verification Worksheet

Your application was selected for review in a process called "Verification." In this process, the college will be comparing information from your application with signed copies of your (and your spouse's, if you are married) 2008 Federal tax forms, W-2 forms, and/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, the college may need to electronically send in corrections.

Your school must review the requested information, under the financial aid program rules (34 CFR, Part 668).

CHECKLIST OF STEPS TO COMPLETING THIS VERIFICATION PROCESS:

- Make copies of your and your spouse(s)' signed 2008 Federal income tax forms. If applicable, attach schedules C, E, or F.
- Make copies of your and your spouse(s)' 2008 W2's.
- Fill in **all questions** and sign the worksheet

If you do not have copies of your 2008 tax return and/or W2's you may request a tax transcript from the IRS at 1-800-829-1040.

A. Student Information

Last Name First Name M.I.

Address (include apt. no.)

City State ZIP code

Student ID Number

Date of Birth

Phone number (include area code)

Email address

B. Family Information

List the people in your household, include:

- yourself, and your spouse if you have one, and
- your children, if you will provide more than half of their support from July 1, 2009 through June 30, 2010, and
- other people if they now live with you, you provide more than half of their support and you will continue to provide more than half of their support from July 1, 2009 through June 30, 2010.

Write the names of all household members following the guidelines above. 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, 2009 and June 30, 2010, 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
Martha Jones (example)	24	Wife	City University
		Self	Chandler-Gilbert Community College

C. Student Tax Information

Please check one box only to indicate your tax filing status.

- I have already filed my 2008 tax return. An entire, signed copy **and** W-2(s) are attached to this worksheet.
- I did work in 2008 however; I am not required to file a tax return. I have attached a copy of my 2008 W-2(s).
- I did not earn any income from work in 2008.

If you have not yet filed your 2008 tax return and plan on filing at a later date, submit this completed worksheet with your tax return once it is filed.

D. Spouse’s Tax Information

Please check one box only to indicate your tax filing status.

- My spouse has already filed his/her 2008 tax return. An entire, signed copy **and** W-2(s) are attached to this worksheet.
- My spouse did work in 2008 however, is not required to file a tax return. Attached are copies of my spouse’s 2008 W-2(s).
- My spouse did not earn any income from work in 2008.

If you have not yet filed your 2008 tax return and plan on filing at a later date, submit this completed worksheet with your tax return once it is filed.

*Special note: If you were married at the time you completed the 2009-2010 FAFSA you **must** provide copies of both yours and your spouses’ tax return, **even if you did not file jointly**.

E. Section 1 and 2

Answer questions for calendar year 2008.

Section 1

Student/Spouse

\$	Education credits (Hope and Lifetime Learning tax credits) from IRS Form 1040—line 50 or 1040A—Line 31.
\$	Child support paid because of divorce or separation or as a result of a legal requirement. Don’t include support for children in your household, as reported in question 96.
\$	Taxable earnings from need-based employment programs, such as Federal Work-Study and need-based employment portions of fellowships and assistantships.
\$	Student grant and scholarship aid reported to the IRS in your adjusted gross income. Includes AmeriCorps benefits (awards, living allowances and interest accrual payments), as well as grant and scholarship portions of fellowships and assistantships.
\$	Combat pay or special combat pay. Only enter the amount that was taxable and included in your adjusted gross income. Do not enter untaxed combat pay reported on the W-2 (Box 12, Code Q).
\$	Section 1 Total

Section 2

Student/Spouse

\$	Payments to tax-deferred pension and savings plans (paid directly or withheld from earnings), including, but not limited to, amounts reported on the W-2 forms in Boxes 12a through 12d, codes D, E, F, G, H and S.
\$	IRA deductions and payments to self-employed SEP, SIMPLE, Keogh and other qualified plans from IRS Form 1040—line 28 + line 32 or 1040A—line 17.
\$	Child support received for all children. Don’t include foster care or adoption payments.

\$	Tax exempt interest income form 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.
\$	Housing, food and other living allowances paid to members of the military, clergy, and others (including cash payments and cash value of benefits).
\$	Veterans non-education benefits such as Disability, Death Pension, or Dependency & Indemnity Compensation (DIC), and/or VA Educational Work-Study allowances.
\$	Other untaxed income not reported, such as workers' compensation, disability, 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.
\$	Money received , or paid on your behalf (e.g., bills), not reported elsewhere on this form.
\$	Section 2 Total

F. 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.

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

Student

Date

Spouse (optional)

Date

Please return this completed worksheet and **copies** of all financial documents (Federal tax forms, schedules, W-2s, etc.) as soon as possible, so that your financial aid is not delayed, to the CGCC Financial Aid Office at one of these locations:

Pecos Campus
Financial Aid Office
Division of Student Affairs
2626 E. Pecos Rd.
Chandler, AZ 85225
(480) 732-7311
Fax (480) 857-5205

Williams Campus
Financial Aid Office
Division of Student Affairs
7360 E. Tahoe Ave
Mesa, AZ 85212
(480) 988-8135
Fax (480) 988-8130