

SUNY FREDONIA

DEPENDENT

2013-2014 Verification Worksheet Federal Student Aid Programs

Office of Financial Aid
209 Maytum Hall
Fredonia, NY 14063
Phone#: (716) 673-3253
Fax#: (716) 673-3785

Your application was selected for review in a process called "Verification." In this process, your school will be comparing information from your FAFSA with information on this worksheet and 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 FAFSA information and your financial documents, you or the Office of Financial Aid may need to make corrections electronically.

Complete this verification form (do NOT leave any lines blank) and submit it to the Office of Financial Aid as soon as possible, so that your financial aid won't be delayed. This process can take up to six weeks. Your financial aid administrator will help you if you have any questions.

A. Student Information

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

B. Family Information

List the people that your parents' will support between July 1, 2013 and June 30, 2014. Include:

- * yourself
- * your parent(s) – (including stepparent)
- * your parent(s)' dependent children (even if they don't live with your parent(s), and (a) your parent(s) provide more than half of their support or (b) if they would be required to give parental information when applying for Federal student aid.)

Include other people as part of your family only if:

- * they now live with your parent(s) and got more than half of their support from your parent(s)

AND

- * they will continue to get more than half their support from July 1, 2013 through June 30, 2014.

Write the names of **all household members** in the space(s) below. Also write in the name of the college for any household member, *except for when it is your parent(s)*, who will be attending college **at least half-time** between July 1, 2013 and June 30, 2014, 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 (At least half-time)
		<i>Self</i>	<i>SUNY Fredonia</i>

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 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.

C. Verifying Income Information

Dependent

According to federal regulations schools will no longer be able to accept photocopies of tax returns.

The best way to verify income is by using the **IRS Data Retrieval Tool** when completing or updating your FAFSA on the web. If you do not use this method when completing or updating your FAFSA you must submit an **IRS Tax Return Transcript**. To request an IRS Tax Return Transcript please visit www.irs.gov and use Form 4506-T, or go to the "Tools" section on their website and click on "Order a Transcript", or call 1-800-908-9946. Be sure to only request a Tax Return Transcript, NOT an Account Transcript. After using the IRS Data Retrieval tool students are advised to not make any changes to either parent(s)/student's income information on their FAFSA. Please contact the Office of Financial Aid if you had a change in income that is not reflected on your FAFSA.

D. Student's Income Information

Check only one box below. See "Verifying Income Information" section on how to request your IRS Tax Return Transcript. Also foreign tax return filers may submit signed photocopies of their foreign tax return.

- Check here if you did file a 2012 Federal Tax Return and you used the IRS Data Retrieval process when completing or updating your 2013-2014 FAFSA. Data Retrieval completed on _____
- Check here if you did file a 2012 Federal Tax Return and a 2012 Federal Tax Return Transcript is attached. (See section C above)
- Check here if you did NOT file a 2012 Federal Tax Return and weren't required to. If you did not file a 2012 Federal Tax Return but did work in 2012 and had earnings please submit a signed statement saying so along with copies of your W-2(s) and/or yearly income statements.
Write in the amount you earned in 2012. \$ _____

E. Parent(s)' Income Information

Check only one box below. See "Verifying Income Information" section on how to request your IRS Tax Return Transcript. Also foreign tax return filers may submit signed photocopies of their foreign tax return.

- Check here if your parent(s) did file a 2012 Federal Tax Return and you used the IRS Data Retrieval process when completing or updating your 2013-2014 FAFSA.
- Check here if your parent(s) did file a 2012 Federal Tax Return and a 2012 Federal Tax Return Transcript is attached, see section C above. (If your parents filed as "Married Filing Separately" a 2012 Federal Tax Return Transcript for both of them must be submitted.)
- Check here if your parent(s) did NOT file a 2012 Federal Tax Return and weren't required to. If they did not file a 2012 Federal Tax Return but did work in 2012 and had earnings please submit a signed statement saying so along with copies of their W-2(s) and/or yearly income statements.
Write in the amount of income they earned in 2012. \$ _____

F. Food Stamps/Supplemental Nutrition Assistance Program (SNAP)

Complete this section if someone in your parent(s)' household (listed in Section B) received Food Stamp/SNAP Benefits in 2011 or 2012. Check only one box below.

- YES, one of the persons listed in Section B of this worksheet received Food Stamp/SNAP benefits in 2011 and/or 2012. (If asked I will provide documentation of the receipt of this.)
- NO, none of the persons listed in Section B of this worksheet received Food Stamps/SNAP benefits in 2011 and/or 2012

G. Child Support Paid

Did your parent(s) listed in Section B of this worksheet **PAY** child support for the year of 2012?

YES

NO

If yes, complete the following chart:

Name of Parent Who Paid Child Support	Name of Person to Whom Child Support was Paid to	Name of Child for Whom Support Was Paid	Amount of Child Support Paid in 2012

H. Additional Financial Information – Answer all questions

<u>Student</u>	2012 Additional Financial Info Report Annual Amounts	<u>Parents</u>
\$ _____	Taxable earnings from need-based employment programs, such as Federal Work-Study and need-based employment portions of fellowships and assistantships.	\$ _____
\$ _____	Taxable student grant and scholarship aid reported to the IRS in your (or your parents') adjusted gross income . Includes AmeriCorps benefits (awards, living allowances, and interest accrual payments), as well as grant or scholarship portions of fellowships and assistantships.	\$ _____
\$ _____	Combat pay or special combat pay. (Only enter the amount that was taxable and included in the adjusted gross income.	\$ _____
\$ _____	Earnings from work under a cooperative education program offered by a college	\$ _____
\$ _____	Annual amount of child support you 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 not reported elsewhere, such as workers' compensation, disability, etc. Also include first-time homebuyer tax credit from IRS Form 1040-line 67. 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, on-base military housing or a military housing allowance, 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.	\$ _____

\$ _____ Total

Total \$ _____

I. Sign this Worksheet

By signing this worksheet, we certify that all the information reported to qualify for Federal student aid is complete and correct. **The student and 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

Father/Stepfather Date

Mother/Stepmother Date

SUNY FREDONIA
OFFICE OF FINANCIAL AID
209 MAYTUM HALL
FREDONIA, NY 14063

**PLEASE DO NOT SUBMIT THIS WORKSHEET
UNTIL YOU HAVE INCLUDED ALL THE
FOLLOWING DOCUMENTS:**

- Parent(s)/Student's tax filer income information either by the IRS Data Retrieval Process or 2012 IRS Federal Tax Return Transcript (see section C)
- If Parent(s)/Student did not file a 2012 Federal Tax Return submit a signed statement saying so along with proof of income such as a 2012 W-2
- If an Amended Tax Return was filed for Parent(s)/Student in 2012 submit a copy of your 2012 1040x
- If a 2012 1099-R was received for the Parent(s)/Student's Pension/IRA distribution please submit a copy
- If Food Stamps – Supplemental Nutrition Assistance Program (SNAP) benefits were received in 2011 or 2012 make sure to complete the section in the worksheet pertaining to Food Stamps.

**DO NOT LEAVE ANY LINES BLANK INSTEAD PLACE A "0"
FOR THE ANSWER IF THERE IS NO INCOME**

******VERIFICATION WILL NOT BE COMPLETED UNLESS ALL OF THE
APPROPRIATE DOCUMENTATION LISTED ABOVE/REQUESTED IS
SUBMITTED******