

Kaua'i Community College  
Federal Student Aid Programs

**2011-2012 Verification Worksheet**

Your application for federal financial aid was selected for review in a process called "Verification." In this process, we will be comparing information from your application with signed copies of your Federal tax forms, W-2 forms and/or other financial documents. The law says we must ask you for this information before awarding financial aid. If there are differences between your application information and your financial documents, you may need to make corrections electronically or by using your Student Aid Report (SAR).

**You must complete and sign this worksheet and submit it with all documents requested as soon as possible. We cannot process your financial aid application until verification has been completed.** Contact the Financial Aid Office at (808) 245-8360 if you need assistance.

**A. STUDENT INFORMATION**

Last Name	First Name	M. I.	UH ID #
Address (include apt. number)			Date of Birth
City	State	Zip Code	Phone # (include area code)

**B. FAMILY INFORMATION**

**FOR DEPENDENT STUDENTS: List the people in your parents' household including:**

- yourself and your parent(s) (including stepparent) even if you don't live with them, and
- your parents' other children even if they don't live with your parent(s), if (a) your parents provide more than half of their support from July 1, 2011 through June 30, 2012, or (b) the children would be required to provide parental information when applying for Federal Student Aid, and
- other people if they now live with your parents, and your parents provide more than half of their support and will continue to provide more than half of their support from July 1, 2011 through June 30, 2012.

**FOR INDEPENDENT STUDENTS: List people in your household including:**

- yourself and your spouse, if married,
- your children (even if they do not live with you), if you provide more than half of their support from July 1, 2011 through June 30, 2012, and
- 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, 2011 to June 30, 2012.

**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, diploma, or certificate program. If you need more space, attach a separate page.**

Full Name	Age	Relationship	College
		<b>Self</b>	

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 1840-0132. 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 20202-4651. 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, 600 Independence Avenue, S.W., Washington DC 20202-5453.

**C. Student's (and Spouse's) Tax Forms and Income Information**

1. Please check **one** of the following:

- Student's (and spouse) signed 2010 U.S. Income Tax Return attached.
- You will not file and are not required to file a 2010 U.S. Income Tax Return (see No. 2 below)

2. If you and your spouse (if married) did not file and are not required to file a 2010 Federal Income Tax Return, list below your employer(s) and any income received in 2010.

Sources (Use the W-2 form or other earnings statement)	2010 Amount

**D. Parent(s)' Tax Forms and Income Information (For Dependent Students)**

1. Please check **one** of the following:

- Parents' signed 2010 U.S. Income Tax Return attached.
- Parent(s) will not file and are not required to file a 2010 U. S. Income Tax Return. (See No. 2 below)

2. If your parent(s) did not file and are not required to file a 2010 Federal Income Tax Return, list below your parent(s)' employer(s) and any income received in 2010.

Sources (Use the W-2 form or other earnings statement)	2010 Amount

**Untaxed Income  
Calendar Year 2010**

*(Note: Please do not leave boxes blank. If amount is "0," please add to box.)*

Parent(s)		Student (and 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, and Keogh and other qualified plans from IRS Form 1040 lines 28 + 32 or 1040A-line 17	\$
\$	Child support <b>received</b> for any children. <b>Don't include</b> foster care or adoption payments.	\$
\$	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.	\$
\$	Housing, food, and other living allowances paid to members of the military, clergy, and others (including cash payments and cash value of benefits). <b>Don't include</b> 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	\$
\$	Other untaxed income not reported in student items 44a through 44h/parents' items 92a through 92h, such as Worker's Compensation, Disability, etc. Also include <b>Making Work Pay Credit from IRS form 1040 line 63, 1040A line 40 or 1040EZ line 8, First Time Home Buyer Credit from IRS form 1040 line 67</b> . <b>Don't include</b> 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.	\$
XXXXXXXX	Money <b>received</b> , or paid on your behalf (e.g. bills), not reported elsewhere on this form.	\$

**Additional Financial Information**  
**Calendar Year 2010**

*(Note: Please do not leave boxes blank. If amount is "0," please add to box.)*

Parent(s)		Student (and Spouse)
\$	Education credits (American Opportunity, Hope or Lifetime Learning tax credits) from IRS Form 1040-line 49 or 1040A-line 31.	\$
\$	Child support <b>paid</b> because of divorce or separation or as a result of legal requirement. <b>Don't include</b> support for children in your (or your parents') household, as reported in student question 93 (or question 72 for your parents) of the FAFSA.	\$
\$	Taxable earnings from need-based employment programs, such as Federal Work-Study and need-based employment portions of fellowships and assistantships.	\$
\$	Taxable student/parents' grant and scholarship <b>reported to the IRS in your (or your parents') adjusted gross income</b> . 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/your parents' adjusted gross income. Do not enter untaxed combat pay.	\$
\$	Earnings from work under a cooperative education program offered by a college.	\$

**E. Sign this Worksheet**

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

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

\_\_\_\_\_  
 Spouse Date

\_\_\_\_\_  
 Parent (required for dependent student) Date

**Return this signed form along with signed tax return(s) & other required documents to:**

**Kaua'i Community College  
 Financial Aid Office  
 3-1901 Kaumuali'i Hwy.  
 One Stop Center, Rm. 104  
 Lihu'e, HI 96766  
 (808) 245-8360  
 Fax: (808) 245-0100**