

2013-2014 Dependent 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 copies of your and your parent(s)' 2012 Federal tax transcript, and/or with W-2 forms or other financial documents. The law states 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, you or your school may need to make corrections electronically or by using your Student Aid Report (SAR). 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. *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			Date of birth
City	State	Zip code	Phone number (include area code)

B. Family Information

List the family members in your parents' household below, please include:

- Yourself and your parent(s) (including stepparent) even if you don't live with your parents, and
- Your parents' other children, even if they don't live with your parent(s), if (a) your parents will provide more than half of their support from July 1, 2013 through June 30, 2014, 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, 2013 through June 30, 2014. If extended family members or persons not related are listed in the household, legal guardianship or demonstrated support will be required.

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, 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	D.O.B	Relationship	Current College <small>(enrolled for FA13/SP14)</small>	Will be Enrolled at <small>Least Half Time (6+ Credits)</small>
			Self	Chesapeake College	

C. Income Information

TAX FILERS –Tax filers must submit their 2012 Federal Tax Transcript for anyone whose information appears on the FAFSA.

Check box below for whom you are enclosing tax transcript:

- You**

 Your father (step)

 Your mother (step)

NON-TAX FILERS—Complete this section if the student's parent(s) will not file and is not required to file a 2012 income tax return.

Check the box that applies:

- The student was not employed and had no income earned from work in 2012.
- The student was employed in 2012 and is attaching copies of all 2012 IRS W-2 forms issued to the student by employer(s).
- The parent(s) was not employed and had no income earned from work in 2012.
- The parent(s) was employed in 2012 and is attaching copies of all 2012 IRS W-2 forms issued to the parent(s) by employer(s).

Verification and awarding cannot be completed until the IRS tax transcript has been submitted to the school.

Please note tax transcripts are not the same as tax returns.

You MUST order your tax transcript online at www.irs.gov or call the IRS at 1-800-829-1040.

Student Yearly Amount	2012 Additional Financial Information	Parent(s) Yearly Amount
\$	1. Education credits (refer to IRS Form 1040—line 49 or 1040A—line 31)	\$
\$	2. Child support <u>paid</u> because of divorce or separation or as a result of a legal requirement.	\$
\$	3. Taxable earnings from need-based employment programs (such as Federal Work-Study and need-based employment portions of fellowships and assistantships)	\$
\$	4. Grant and scholarship aid reported to the IRS in the adjusted gross income. (Includes AmeriCorps benefits (awards, living allowances and interest accrual payments), as well as grant and scholarship portions of fellowships and assistantships)	\$
\$	5. Combat pay or special combat pay. (Only enter the amount that was taxable and included in the adjusted gross income. Do not enter untaxed combat pay reported on the W-2 (Box 12, Code Q))	\$
\$	Total – answer must be provided – enter zero here if none of the above applies	\$

Student Yearly Amount	2012 Untaxed Income	Parent(s) Yearly Amount
\$	1. 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.)	\$
\$	2. IRA deductions and payments to self-employed SEP, SIMPLE, Keogh and other qualified plans (refer to IRS Form 1040—line 28 + line 32 or 1040A—line 17)	\$
\$	3. Child support <u>received</u> for all children. Don't include foster care or adoption payments.	\$
\$	4. Tax exempt interest income (refer to IRS Form 1040—line 8b or 1040A—line 8b)	\$
\$	5. Untaxed portions of IRA distributions (refer to IRS Form 1040—lines (15a minus 15b) or 1040A—lines (11a minus 11b). Exclude rollovers. If negative, enter a zero)	\$
\$	6. Untaxed portions of pensions (refer to IRS Form 1040—lines (16a minus 16b) or 1040A—lines (12a minus 12b). Exclude rollovers. If negative, enter a zero)	\$
\$	7. Housing, food and other living allowances paid to members of the military, clergy and others (including cash payments and cash value of benefits).	\$
\$	8. Veterans non-education benefits such as Disability, Death Pension, or Dependency & Indemnity Compensation (DIC) and/or VA Educational Work-Study allowances.	\$
\$	9. Other untaxed income not reported above, such as workers' compensation, disability, etc. (Include the first-time homebuyer tax credit (refer to 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)	\$
\$	10. Money received, or paid on your behalf (e.g. bills), not reported elsewhere on this form.	\$
\$	Total – answer must be provided – enter zero here if none of the above applies	\$

D. Parent's Other Information to Be Verified

One of the persons listed in Section B of this worksheet received SNAP benefits in 2011 and/or 2012. I will provide documentation of the receipt of SNAP benefits during 2011 and/or 2012 by completing the SNAP form available at www.chesapeake.edu/finaid.

E. Asset Information

As of today what is the:

	<u>Student</u>	<u>Parent</u>
Total current balance of your cash, savings & checking accounts	_____	_____
Net worth of your investments (net worth means current value minus debt)	_____	_____
Net worth of your current business and/or farm investment (do not include a family business or farm with fewer than 100 full time employees)	_____	_____

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

I certify that all the information reported on this worksheet is complete and correct.

Student's Signature _____ Date _____

Parent's Signature _____ Date _____

**Return this worksheet promptly with 2012 Federal Tax Transcript and W2's to:
Chesapeake College, Financial Aid Office, PO Box 8, Wye Mills, MD 21679 or fax to 410-827-5878
(if faxing please include cover page with the students name on each page that is faxed)**