

VERIFICATION WORKSHEET

INDEPENDENT

Student's Name _____

UCF ID/ PID _____

Address _____

Date _____

City _____ State _____ Zip _____

Date of Birth _____

Spouse's Name _____

Phone () _____

- Read carefully and complete this verification packet in **black ink**.
- If a question does not apply to you or your spouse, mark the answer as zero or N/A (not applicable).
- Do not skip any questions. If you leave any section blank, this form may be deemed incomplete and result in the delay of processing aid.
- Place all requested documents with this completed form and mail, fax, or deliver to our office at the contact information at the bottom of this page.
- Make sure you have indicated the student's name and PID on each document.

Please follow instructions below!

Section I: Family Information

A. What was your marital status as of the date you first completed the FAFSA?

___ Single ___ Married ___ Divorced ___ Separated ___ Widowed

B. If your marital status for question (A.) was divorced or separated, as of the date you first completed the FAFSA, were you remarried? ___ No ___ Yes**

****If yes,** you are required to include your spouse's information in all sections of this form and to provide verification of tax information for both you and your spouse.

C. Did you or your spouse file taxes in 2013? Student Y___N___ Spouse (if applicable) Y___N___
If you or your spouse did not file taxes, then the Student Tax Filing Statement must be completed.



For questions about completing this form and verification documents, please visit: www.finaid.ucf.edu/verification



NAME: _____

PID: _____

Section II: Student's Household Size & Number in College

Complete items A through D carefully. Be sure to provide complete information for each household member and enter N/A for items that do not apply. Leaving items blank on any household member can result in processing delays.

A. You and Your Spouse (if married)

Full Name	Date Of Birth	Relationship	If attending college, list: College Name, City, State	Type of Degree Seeking	# of credits taking		
					FALL 14	SPR 15	SUM 15
		SELF/STUDENT					
		SPOUSE					

B. Your Children:

List children who will receive more than half of their financial support from you (and your spouse if married) between July 1, 2014 and June 30, 2015, or are required to use your information when completing the FAFSA.

Full Name	Date Of Birth mm-dd-yyyy	Relationship	Claimed on 2013 taxes?	If attending college, list: College Name, City, State	Type of Degree Seeking	# of credits taking		
						FALL 14	SPR 15	SUM 15
John Example	01/25/1993	son	yes	UCF Orlando, FL	BA	12	12	0
1.								
2.								
3.								

C. Other Dependents:

List other dependents who live with you (and your spouse if married) AND will receive more than half of their financial support from you (and your spouse if married) between July 1, 2014 and June 30, 2015.

Full Name	Date Of Birth mm-dd-yyyy	Relationship	Claimed on 2013 taxes?	If attending college, list: College Name, City, State	Type of Degree Seeking	# of credits taking		
						FALL 14	SPR 15	SUM 15
Jane Example	06/25/2008	niece	yes	n/a	n/a	n/a	n/a	n/a
1.								
2.								
3.								

D. Federal Means Tested Benefit Programs:

Did any member of your household size receive any of the following federal benefits in 2012 or 2013?

Supplemental Security Income (SSI from SSA Form 2458)?	Yes	No	WIC?	Yes	No
Free or Reduced Lunch?	Yes	No	Food Stamps (SNAP)?	Yes	No
Temporary Assistance for Needy Families (TANF)?	Yes	No			

NAME: _____

PID: _____

Section III: Family 2013 Untaxed Income

Do not include financial aid, social security benefits, or welfare benefits. Be sure to enter N/A for items that do not apply. Leaving items blank can result in processing delays.

	STUDENT	SPOUSE
1. Did you or your spouse receive child support for family members (listed in Section II) in 2013 ? _____ yes _____ no (check one). If yes, the total amount received in 2013 : (Do not include foster care or adoption payments.).....	\$ _____	\$ _____
2. Housing, food, and other living allowances paid to members of the military, clergy, and others (including cash payments and cash value of benefits). Do not include the value of on-base military housing or the value of a basic military allowance for housing:.....	\$ _____	\$ _____
3. Cash received or any money paid on your or your spouse's behalf in 2013 :.....	\$ _____	\$ _____
4. 2013 Untaxed IRA distribution or pensions/annuities. Check the 2013 tax return for: (IRS form 1040: lines (15a minus 15b) + (16a minus 16b) = untaxed portion) (IRS form 1040A: lines (11a minus 11b) + (12a minus 12b) = untaxed portion) Total untaxed amount received in 2013 :.....	\$ _____	\$ _____
WAS THE ABOVE AMOUNT REINVESTED IN A RETIREMENT ACCOUNT? (You <u>must</u> circle correct answer.) →	yes/no	yes/no
5. 2013 payments to tax-deferred pension and savings plans (paid directly to or withheld from earnings) such as a 401k and 403b plans. Check student's and spouse's 2013 W2 forms, box 12a through 12d (Codes D, E, F, G, H, & S) . Total amount received in 2013 :.....	\$ _____	\$ _____
	ATTACH COPIES OF ALL 2013 W2s	
6. Untaxed Veterans 2013 Benefits:		
a. 2013 Untaxed Non-Educational Veterans' benefits such as Disability Pension, Death Pension, Dependency & Indemnity Compensation (DIC), etc. Total amount received in 2013 :.....	\$ _____	\$ _____
b. 2013 Untaxed Veteran Administration Education Work-Study Allowances received in 2013 :.....	\$ _____	\$ _____
7. Other 2013 Untaxed Income Not Reported such as workers' compensation or disability. Do not include items such as those listed in <u>Section VI</u> on page 4	\$ _____	\$ _____
	ATTACH COPIES OF ALL 2013 W2 FORMS WHEN REPORTING ITEMS #5 AND #7.	
	ATTACH COPIES OF ALL 2013 W2s	

Section IV: Asset Information

Complete every question in this section to report the net value of assets as of the day you first completed the FAFSA. The net value is defined as the cash out or sale value minus the debt directly related to the asset. Do not leave any answer blank. **If the tax return indicates the existence of an asset such as interest, dividends, capital gains, rental real estate, partnerships, and S corporations, and you report a \$0 net value, please provide a written explanation below.**

	STUDENT	SPOUSE
CASH, SAVINGS, AND CHECKING ACCOUNTS:	\$ _____	\$ _____
REAL ESTATE: (Ex: land, rental property, second and summer homes. DO NOT INCLUDE THE HOME YOU LIVE IN.)	\$ _____	\$ _____
Was rental property sold?.....	<input type="radio"/> Yes / <input type="radio"/> No	When? _____
Address of Rental property →	_____	
INVESTMENTS: (Ex: Qualified tuition plans such as Florida Prepaid and 529s, CDs, trusts, mutual funds, stocks, bonds, Education IRAs, S corporations, partnerships, etc.)	\$ _____	\$ _____
BUSINESS: (Ex: land, buildings, inventories, equipment, machinery, etc. Note: Do not report small businesses that you or your spouse own and control that has 100 or fewer full time or full time equivalent employees.)	\$ _____	\$ _____
FARM INVESTMENT: (Ex: livestock, machinery, land, buildings, equipment, etc.)	\$ _____	\$ _____
Does the family live on a farm? _____ Yes _____ No		
Explanation: _____		

NAME: _____

PID: _____

Section V: 2013 Excluded Income Information

Answer the questions below:

Student

Spouse

- Child support paid in 2013** because of divorce or separation or as a result of legal requirements. **Do not include support for children already listed in your household** (those reported in Section II)..... \$_____ \$_____
 - Name(s) of the children for whom these payments were paid in **2013**:

 - Name of the person to whom child support was paid: _____
 - Name of the person who paid child support: _____
- Grant, scholarship, fellowship and assistantship aid, including AmeriCorp awards, in excess of tuition, fees, books, and required supplies that was reported in the Adjusted Gross Income (AGI) on the 2013 federal tax return(s)**..... \$_____ \$_____
 - Was this amount claimed as income on your or your spouse's **2013** tax return?
_____ yes _____ no
- 2013 Taxable Earnings from Federal Work-Study** or other need-based work programs. Was this income reported on your or your spouse's **2013** income tax return(s)? _____ yes
_____ no. The amount was:..... \$_____ \$_____
 - Please name the college(s) from which this **2013** taxable income was earned:

- Combat pay or Special Combat Pay.** Only enter the amount that was taxable and included in your or your spouse's Adjusted Gross Income (AGI). Please attach all **2013** W-2 forms..... \$_____ \$_____
- Earnings from work under a cooperative education program** offered by a school. Please attach all **2013** W-2 forms..... \$_____ \$_____

ATTACH COPIES OF ALL 2013 W2 FORMS WHEN REPORTING ITEMS ON #2, #3, #4, or #5.

Section VI: 2013 Other Income

To avoid delays in processing your verification, please include other government benefits. The amount(s) that you provide will not be included as income in determining your financial aid, but rather as means of support for the household.

Source	Total Amount (received in 2013)
Financial Aid received	
Social Security Benefits received	
Welfare received	
Combat Pay received	

Section VII: Required Signatures

By signing below, you and your spouse, certify that all the information in this packet has been read and completed accurately and truthfully.

 Your Signature (Student)

 Spouse's Signature

 Date Signed

 Date Signed