



2013-2014 Verification Work Sheet

Student's Name: _____ Student ID: G000_____

SSN: _____ Check One: New Student Continuing Student

Your application was selected for review in a process called "Verification." In this process we will be comparing information from your application with this worksheet and requested documentation. The law says we have the right to ask you for this information before awarding federal aid. Any differences between your application information and your financial documents will require us to make corrections. **Please complete this form, attach the appropriate documentation, and return it to the Office of Scholarships and Financial Aid within 30 calendar days of the receipt of this form.**

*****Processing of your aid will be delayed if you leave ANY section blank.*****

SECTION A: HOUSEHOLD INFORMATION

Write the names of the people in your household in the spaces below, 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, 2013 through June 30, 2014, even if they do not live with you, 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, 2013 through June 30, 2014.

Also write in the name of the college for any household member who will be attending at least half time between July 1, 2013 and June 30, 2014, and will be enrolled in a degree, diploma, or certificate program.

Name of family member	Age	Relationship	College or University
<i>Martha Jones</i> (example)	<i>24</i>	<i>Wife</i>	<i>Central University</i>
		Self	South Texas College of Law

SECTION B: STUDENT'S 2012 TAX INFORMATION

Check one box below.

- Check One {
- Check here if you used the **IRS data retrieval tool** on the FAFSA.
 - If you used the IRS data retrieval tool you will not need to submit an IRS tax return transcript.
 - Check here and attach a signed copy of your (and your spouse's) **IRS tax return transcript Form 4560T-EZ**.
 - To request an official **2012 Form 4560T-EZ IRS tax return transcript** from the Internal Revenue Service, you may call 1-800-908-9946 or request a transcript online at www.irs.gov. **(Copies of your 1040, 1040A or 1040EZ will no longer be acceptable.)**
 - If an amended tax return was filed, you must submit copies of both the tax return transcript and the amended tax return.
 - If you and your spouse filed a joint return, and are now separated, you must provide W-2's to separate income and proof of separation must be attached.
 - If you filed a tax extension you must attach a copy of **IRS Form 4868**
 - Check here if you (and your spouse) will **not** file and are not required to file a 2012 federal income tax return according to IRS guidelines.
 - If you or your spouse **did not file** a 2012 federal income tax return, list below your (and your spouse's) employer(s) and/or any other income you (or your spouse) received in 2012. You **must** provide a copy of your (and your spouse's) W-2 for each source of employment income.

Sources	2012 Income
	\$
	\$
	\$

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SECTION C: FOOD STAMP VERIFICATION

SNAP – Supplemental Nutrition Assistance Program

Check one box below.

Did you or a member of your household receive Food Stamps in 2011 or 2012?

- Check One { **Yes** – If you answered YES, please provide documentation from the food stamp issuing agency showing that you or a member of your household received benefits in **2011 or 2012**.
- No**

SECTION D: CHILD SUPPORT PAID

Check one box below.

Did you (or your spouse, if you are married) pay child support because of divorce, separation, or as a result of a legal requirement in 2012?

- Check One { **Yes** – If you answered YES, please provide information below.
- Please list the 2012 yearly dollar amount paid for child support: \$ _____**
- Name of the child support recipient: _____**
- Name of the child (children) for whom the support has been paid:**
- Name: _____ Age: _____**
- Name: _____ Age: _____**
- Name: _____ Age: _____**
- No**

SECTION E: STATEMENT OF CERTIFICATION

Signing this form certifies that all stated information is true and complete.
WARNING: If you purposely give false or misleading information on this worksheet, you may be fined, sentenced to jail, or both.

Student's Signature

Date

**PLEASE RETURN TO: South Texas College of Law, Office of Scholarships and Financial Aid, Room 246,
 1303 San Jacinto Street, Houston TX 77002
 Fax 713-646-1823
faid@stcl.edu**