



2010-2011 Verification Worksheet for Federal Student Aid

Your application was selected for review in a process called "Verification". In this process, the school will be comparing information from your application with **signed copies of your and your spouse/ parent(s) 2009 Federal tax forms** or other financial documents, which must be submitted in a timely manner and will be retained in your permanent record. *The school must review the requested information, under the financial aid program rules (CFR Title 34, Part 668) before awarding Federal Aid.* If there are differences between your application information and your financial documents, you may need to electronically correct your FAFSA, or your school may submit an electronic correction, to have your information processed.

A. STUDENT INFORMATION (Complete entire form in black or blue ink)

_____ Last Name	_____ First Name	_____ M. I	_____ UTEP ID Number
_____ Address (include apt. number)			_____ Date of Birth (____)
_____ City	_____ State	_____ Zip code	_____ Phone number

- Check here if you are attaching a signed copy of your 2009 tax return
- Check here if you are attaching a signed copy of your and your spouse's 2009 joint income tax return (only applicable if married)
- Check here if you are attaching a signed copy of your parent(s) 2009 income tax return

B. FAMILY HOUSEHOLD INFORMATION:

Who may be included in a dependent student's household:

1. Yourself and your parent(s) (including stepparent) even if you don't live with your parents
2. 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, 2010 through June 30, 2011, or (b) the children would be required to provide parental information when applying for federal student aid

Who may be included in an independent student's household:

1. Yourself, and your spouse (if you have one)
2. Your children, if you will provide more than half of their support from July 1, 2010 through June 30, 2011, even if they do not live with you

Include other people only if:

They now live with you/ your parents, and you/your parents provide more than half of their support and will continue to provide more than half of their support from July 1, 2010 through June 30, 2011.

Full Name	Age	Relationship	UNITED STATES COLLEGE/UNIVERSITY
		SELF	UTEP

FOR OFFICE USE ONLY:FAA:

Verification of Household Size Date

HH Size ____
 #College ____
 Source ____
 Signatures ____
 Untaxed income ____
 Staff ____

- Check here if the student/spouse **will not or is not required** to file a tax return.
If not required to file, list any wages earned in 2009 below. If no wages earned, indicate N/A or input 0's.

Sources (Name of Employer)	2009 Income
Student	
Spouse	

ONLY FOR DEPENDENT STUDENTS

- Check here if your parent(s) **will not or is/are not required** to file a tax return.
If not required to file, list any wages earned in 2009 below. If no wages earned, indicate N/A or input 0's

Sources (Name of Employer)	2009 Income
Father	
Mother	

Provide the requested amounts for items listed below. Do not leave any space blank (if the items do not apply enter zero). Amounts reported should be for 2009 calendar year.

Untaxed Income (all applicants)

<u>Source</u>		<u>2009 Total Amount</u>		
		<u>Student</u>	<u>Spouse</u>	<u>Parent (s)</u>
Other untaxed income not reported elsewhere on this form (include housing, food, living allowances given to clergy)	Type: _____			
	Amount: _____ x 12 months=			
Child support received for all children. Do not include foster care or adoption payments	Type: _____			
	Amount: _____ x 12 months=			
Foreign income converted to U.S. currency. (NON – FILERS)	Exchange rate of conversion: _____			

Each person signing this worksheet certifies that all the information reported on it is complete and correct. The student and at least one parent (if dependent) must sign.

Student signature

Date

Parent signature

Date

The University of Texas at El Paso - Office of Student Financial Aid
Academic Services Bldg., Rm. 204 500 W. University Ave., El Paso, TX 79968-0629 – Phone: (915) 747-5204 FAX: (915) 747-5631

With few exceptions, you are entitled on your request to be informed about the information U.T. El Paso collects about you. Under Sections 552.01 and 552.03 of the Texas Government Code, you are entitled to receive and review the information. Under Section 559.004 of the Texas Government Code, you are entitled to have U.T. El Paso correct information about you that is held by us and that is incorrect, in accordance with procedures set forth in the University of Texas System Business Procedures Memorandum 32. The information that U. T. El Paso collects will be retained and maintained as required by Texas records retention laws (Section 441.180 et seq. of the Texas Government Code) and the rules. Different types of information are kept for different periods of time.