

SCHOOLCRAFT COLLEGE

Office of Financial Aid McDowell Center—MC260 734-462-4433

INDEPENDENT Verification Worksheet 2012-13

Your financial aid application was selected for review in a process called “**verification**.” In this process we will be comparing information from your FAFSA to copies of your and your parent(s) 2011 Federal tax information. Under the financial aid program rules (CFR Title 34, Part 668), the college has the right and obligation to ask you for this information before we can award you financial aid. We cannot process your financial aid application without these documents.

What you need to do:

1. Complete this worksheet.
2. The best way to verify income is by using the IRS Data Retrieval Tool that is part of FAFSA on the Web. If you, the student, have not already used the tool, go to www.FAFSA.gov, log in to your FAFSA record, select “Make FAFSA Corrections,” and navigate to the Financial Information section of the form. From there, follow the instructions to determine if the student is eligible to use the IRS Data Retrieval Tool to transfer 2011 IRS income tax information into the student’s FAFSA.
3. Submit the completed worksheet to the Office of Financial Aid. If the student, or their spouse, is unable to use the IRS Data Retrieval Tool in FAFSA on the Web, an official 2011 IRS tax return transcript (not a photocopy of the income tax return) may be submitted. To obtain an IRS tax return transcript, call 1-800-908-9946, or order one on line at www.IRS.gov. Under “Tools,” select “Order a Return or Account Transcript.” Make sure you request the “IRS Tax Return Transcript,” **not** the Account Transcript. You may fax the information to 734-462-4527.

NOTE: For 2012-2013, we can no longer accept your copies of Federal Tax Returns (IRS 1040, 1040A, and 1040EZ) to complete the verification process. Please do not send 2011 Tax Returns to the Office of Financial Aid. The office will not retain any tax return received. They will be disposed of securely.

1

STUDENT INFORMATION

Last Name First Name Middle Initial Social Security # or Student ID #

Address (include apartment or unit number) Date of Birth

City State Zip Phone Number

2

INDEPENDENT STUDENT’S FAMILY INFORMATION

List the people in your household, including:

- yourself, and your spouse if you are married, and;
- your children, if you will provide more than half of their support from July 1, 2012 through June 30, 2013, 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, 2012 through June 30, 2013. Documentation may be required

Write names of all household members in the space(s) below. Also write in the name of the college for any household member who will be attending at least half time (6+ credits) between July 1, 2012 and June 30, 2013, and will be enrolled in a degree, diploma, or certificate program. If they attend Schoolcraft College, please also include their student ID number. If you need more space, attach a separate page.

Full Name	Age	Relationship	Name of College to be Attended 7/1/12 – 6/30/13 Must be enrolled at least half time (6+ credits)
		Self	Schoolcraft College

If you need more space, attach a separate page. **Turn over and complete other side**

3**FILING STATUS AND INCOME EARNED FROM WORK**

Check the box(es) below for those persons who did not and were not required to file a 2011 federal tax return.

- You
 Your Spouse (if married)

List any income earned from work in the table below.

Do not leave blank. Enter 0 if it does not apply.

	Employer Name. List all 2011 employers.	2011 total earnings.
Student		\$
Spouse		\$

Note: If your parents reported no sources of income, please complete a 2011-12 Parent Low Income Statement. The form can be found at www.schoolcraft.edu/aid.

4**UNTAXED INCOME****Did you or anyone in your household receive the following benefits in 2010 or 2011?**

Type of Untaxed Income	Yes	No
Welfare Benefits	<input type="checkbox"/>	<input type="checkbox"/>
Supplemental Nutrition Assistance Program (SNAP)/Food Stamps	<input type="checkbox"/>	<input type="checkbox"/>

5**INCOME EXCLUSIONS FOR 2011**

Child Support Paid If you purposely give false or misleading information, you may be fined, sentenced to jail or both.			
Name of Person Who Paid Child Support	Name of Person to Whom Child Support was Paid	Name of Child for Whom Support was Paid	Amount of Child Support Paid in 2011

Signature of Child Support Payer Date
By signing, you certify that the above information is accurate.

6**CERTIFICATION**

By signing this worksheet, you certify that you: 1) will use federal and/or state student financial aid only to pay the cost of attending an institution of higher education, 2) are not in default on a federal student loan or have made satisfactory arrangements to repay it, 3) do not owe money back on a federal student grant or have made satisfactory arrangements to repay it, 4) will notify your school if you default on a federal student loan, and 5) will not receive a Federal Pell Grant for more than one school for the same period of time. By signing this worksheet you agree, if asked, to provide information that will verify the accuracy of your completed FAFSA. This information may include your U.S. or state income tax forms. Also, you certify that you understand that the Secretary of Education has the authority to verify information reported on this application with the Internal Revenue Service and other federal agencies. By signing this worksheet, you certify that all of the information reported on it is complete and correct.

If you purposely give false or misleading information on this worksheet, you may be fined \$20,000, sentenced to jail, or both.

Student Signature_____
Date