

What Does Verification Mean?

Verification is the process used to check the accuracy of information submitted by students on their financial aid application. The Federal Processor chooses student applications for verification at random through computer edits. Thirty percent of all applications are selected for verification. In addition, the Financial Aid Office at Northcentral Technical College selects students for verification when inconsistent information is found.

The U.S. Department of Education requires that colleges check the accuracy of the information that you provided on the 2008-09 Free Application for Federal Student Aid (FAFSA) or the Renewal Application. We must verify this information before you are

awarded financial aid. If there are differences between your FAFSA and this information (including your federal tax return), we will update your application and recalculate your eligibility. Please complete this form, attach the appropriate documentation, and return it to the Financial Aid Office as soon as possible.

What You Should Do

1. Collect your (and your spouse's) financial documents. (Signed Federal income tax forms, W-2 forms, etc.)
2. Complete and sign the worksheet – you (and your spouse).
3. Submit the completed worksheet, tax forms, and any other documents your school requests to your financial aid director.

****PROCESSING OF YOUR AID HAS STOPPED UNTIL THIS FORM AND ALL DOCUMENTS ARE RETURNED****

A. Student Information

Last Name	First Name	M.I.	NTC Student ID
Address (include apt. no.)			Date of Birth
City	State	ZIP Code	Phone Number (include area code)

B. Family Information

List the people in your household, include:

- Yourself (and your spouse); and
- Your children, if you will provide more than half of their support from July 1, 2008 through June 30, 2009, 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, 2008 through June 30, 2009.

Write the names of all household members in the space(s) below. Also write in the name of the college for any household member, excluding your parent(s), who will be attending at least half time between July 1, 2008 and June 30, 2009, and will be enrolled in a degree, diploma, or certificate program. If you need more space, attach a separate page.

Full Name of Family Member	Age	Relationship to Student	College Name (if attending)
<i>Example:</i> Martha Jones	24	Wife	UW-Marathon
		Self	

C. Tax Forms and Income Information (all applicants)

1. **Acceptable Federal Tax Returns** include the 2007 IRS Form 1040, 1040A, 1040EZ, Telefile or Form 1722. **Not Acceptable:** Form 8453 (Electronic Filing Statement), W-2 forms. ***Note:** If an amended tax return was filed, you must submit copies of both the amended tax return AND the original. If you (and your spouse) did not keep a copy of your tax return you can request a copy from your tax preparer or request an Internal Revenue Service form that lists tax account information.

~ Please Complete Reverse Side ~

Student's Tax Forms (Check only one box below.)

- Check here if you are attaching a **SIGNED** copy of your 2007 Federal tax return.
- Check here if you will not file and are not required to file a 2007 U.S. Income Tax Return.

Spouse's Tax Forms (if student is married) (Check only one box below.)

- Check here if you are attaching a **SIGNED** copy of your and your spouse's joint 2007 Federal tax return.
- Check here if you are attaching a **SIGNED** copy of your spouse's 2007 Federal tax return, if your spouse filed a separate return.
- Check here if your spouse will not file and is not required to file a 2007 U.S. Income Tax Return.

D. Student's and Spouse's Other Income

Please list the **Total Amounts** that were received for all of **2007** (from January 1, 2007 through December 31, 2007).

Please check the "NO" column for any items that are not applicable. If you check "YES" to any of the following, include AMOUNT and SUPPORTING DOCUMENTATION or this form will be returned to you for completion.

	STUDENT (and SPOUSE)		2007 Yearly Amount
	YES	NO	
<u>OTHER UNTAXED INCOME:</u>			
• Did you (or your spouse) receive welfare benefits, including Temporary Assistance for Needy Families in 2007? (Don't include food stamps or subsidized housing.)	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
• Did you (or your spouse) receive Workers Compensation in 2007?	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
• Did you (or your spouse) make payments to a tax-deferred pension plan (such as a 401K or 403b) in 2007?	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
• Did you (or your spouse) receive any CASH support (from relatives, friends, etc.) not reported elsewhere on this form?	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
* <u>If you answered "YES" to any of the above, please SUBMIT Supporting Documentation.</u>			
<u>SOCIAL SECURITY BENEFITS:</u>			
• Did you (or your spouse) receive Social Security or SSI benefits in 2007?	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
• Did you receive Social Security or SSI benefits in 2007 for your children?	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
* <u>If "YES," you must ATTACH Form 1099 or a printout from the Social Security Administration (SSA) listing the TOTAL amount of benefits received for ALL of 2007 by all family members. If you receive SSI, you may contact the SSA at (800) 772-1213 for documentation.</u>			
<u>CHILD SUPPORT RECEIVED:</u>			
• Did you (or your spouse) receive child support in 2007? List the total amount received for the year for all children.	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
* <u>If "YES", please SUBMIT Supporting Documentation.</u>			
<u>TITLE IV INCOME EXCLUSIONS:</u>			
• Did you (or your spouse) receive allowances or benefits under the National and Community Service Trust Act of 1993 (AmeriCorps Awards) in 2007?	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
• Did you (or your spouse) report any of your student financial aid including work-study and/or scholarships as part of your adjusted gross income on your 2007 tax return?	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
• Did you (or your spouse) PAY child support in 2007? List the total amount paid in 2007 for all children.	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
* <u>If you answered "YES" to any of the above, please SUBMIT Supporting Documentation.</u>			

E. Sign this Worksheet

Each person signing this worksheet certifies that all the information reported on it is complete and correct. The student and spouse, if married, must sign.

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

Student Signature

Date

Spouse Signature

Date

RETURN TO:
Northcentral Technical College
Financial Aid Office
1000 W Campus Drive
Wausau, WI 54401-1899

~ MAKE SURE THAT THE TAX FORMS ARE SIGNED ~