



## 2011-2012 Verification Worksheet

Your financial aid application has been selected by the U.S. Department of Education for a review process called "verification." In this process, Albion College is required to verify 2010 income and family information. Please submit your completed form to the address indicated below.

**Failure to submit the required documents in a timely fashion may delay your financial aid processing.**

Name \_\_\_\_\_ ID Number \_\_\_\_\_

### A. Student Tax and Income Information

1. Check only one box below. Tax returns include the 2010 IRS Form 1040, 1040A, 1040EZ, a tax return from Puerto Rico or a foreign income tax return. If you did not keep a copy of your tax return, request a copy from your tax preparer or request an Internal Revenue Service form that lists your tax account information.

- Check here if you are attaching a signed copy of your tax return.
- Check here if a signed tax return will be submitted by July 1, 2011.
- Check here if you submitted your IRS information directly on the FAFSA.
- Check here if you will not file and are not required to file a 2010 U.S. Income Tax Return. Indicate any earnings in Question 3. below.

2. If you did not file and are not required to file a 2010 federal income tax return, list below your employer(s) and any income received in 2010 (use the W-2 form or other earnings statements if available.)

Sources	2010 Income
	\$
	\$
	\$

3. Funds received for child support and other untaxed income.

Sources of income and additional financial information from 1/1/2010 through 12/31/2010	2010 Amount
Any wages earned and not reported on a federal income tax because a tax return was not required. Leave blank if a tax return was filed and submit copy of return.	
Child support <b>paid</b> .	
Payments made to tax-deferred pension and savings plans (paid directly or withheld from earnings), including amounts reported on the W-2 in Box 12a – 12d, codes D, E, F, G, H or S.	
Child support you <b>received</b> in 2010. Don't include foster care or adoption payments.	
Housing, food, and other living allowances paid to members of the military, clergy and others (including cash payments and cash value of benefits.)	
Veterans' non-educational benefits.	
Money <b>received</b> , or any money paid on your behalf, not reported elsewhere on this form.	
Any other untaxed income or benefits not reported above (explain):	

### B. Parent Tax and Income Information

1. Check only one box below. Tax returns include the 2010 IRS Form 1040, 1040A, 1040EZ, a tax return from Puerto Rico or a foreign income tax return. If you did not keep a copy of your tax return, request a copy from your tax preparer or request an Internal Revenue Service form that lists your tax account information.

- Check here if you are attaching a signed copy of your tax return.
- Check here if a signed tax return will be submitted by July 1, 2011.
- Check here if you submitted your IRS information directly on the FAFSA.

Check here if you will not file and are not required to file a 2010 U.S. Income Tax Return. Indicate any earnings in Question 3. below.

2. If you did not file and are not required to file a 2010 federal income tax return, list below your employer(s) and any income received in 2010 (use the W-2 form or other earnings statements if available.)

Sources	2010 Income
	\$
	\$

3. Funds received for child support and other untaxed income.

Sources of income and additional financial information from 1/1/2010 through 12/31/2010	2010 Amount
Any wages earned and not reported on a federal income tax because a tax return was not required. Leave blank if a tax return was filed and submit copy of return.	
Child support <b>paid</b> .	
Payments made to tax-deferred pension and savings plans (paid directly or withheld from earnings), including amounts reported on the W-2 in Box 12a – 12d, codes D, E, F, G, H or S.	
Child support you <b>received</b> in 2010. Don't include foster care or adoption payments.	
Housing, food, and other living allowances paid to members of the military, clergy and others (including cash payments and cash value of benefits.)	
Veterans' non-educational benefits.	
Money <b>received</b> , or any money paid on your behalf, not reported elsewhere on this form.	
Any other untaxed income or benefits not reported above (explain):	

### C. Family Information

1. List the following people in your household, please include:

- Yourself and your parent(s).
- Your parent(s)' other children. Include the children who (a) your parent(s) provide more than half of their support or (b) the children would be required to provide your parent(s)' information when applying for federal student aid.
- Other individuals if they now live with your parent(s), and your parent(s) provide more than half of their support. Your parent(s) must also claim them on their tax return and will continue to provide more than half of their support from July 1, 2011 through June 30, 2012.

2. List siblings who are under the age of 24 and enrolled at least half-time in an undergraduate degree or certificate program and their college of enrollment.

(Note: Albion College reserves the right to verify sibling college enrollment)

Step 1 - Verification of Family Size			Step 2 - Verification of College Enrollment	
Full Name	Age	Relationship	2011-2012 College	Degree Sought
<i>John Doe</i> (example)	<i>18</i>	<i>self</i>	<i>Albion College</i>	<i>B.A.</i>

(Please attach a separate page if more space is needed)

By signing this worksheet, we certify that all information reported to qualify for federal student aid is complete and accurate. Further, if I have indicated that a tax return was not or will not be filed, that I am not required to complete a federal tax return. (At least one parent **must** sign).

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date