

# SCHOOLCRAFT COLLEGE

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

## INDEPENDENT Verification Worksheet 2011 - 2012

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 spouse's if you are married) 2010 Federal tax forms. Under the Federal 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.

If there are differences between your application and your financial documents, we may need to make corrections to your Student Aid Report. In most cases we can do this electronically. We cannot process your financial aid application without the requested documents.

### What you need to do:

1. Complete this worksheet.
2. Attach **copies** of your **SIGNED 2010 Federal tax forms (including Schedules C, E, and F, if applicable), W-2s**, and all other appropriate financial documents and if married, include your spouse's information as well. Call the IRS at 1-800-829-1040 to request a tax transcript or W-2 summary if you do not have a copy. If you and your spouse filed separately, we will need a copy of each return.
3. If student or spouse paid child support, please provide documentation. Acceptable documentation is either the final paystub for 2010, listing child support payments, or proof of payment from the Friend of Court.
4. Submit the completed worksheet and documents to the Office of Financial Aid. You may fax the information to 734-462-4527. Please call the Office of Financial Aid if you have questions regarding this process.

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### STUDENT INFORMATION

Last Name	First Name	Middle Initial	Soc. Security # / Student ID
Address (include apartment or unit number)			Date of Birth
City	State	Zip	Phone Number

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### 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, 2011 through June 30, 2012, 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, 2011 through June 30, 2012.

Write 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, 2011 and June 30, 2012, 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	College of attendance 7/1/11 – 6/30/12
		Self	Schoolcraft College

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

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**NON TAX FILERS**

Check the box(es) below for those persons who did not and were not required to file a 2010 federal tax return.

- ☐ You
- ☐ Your Spouse (if married)

List any income earned from work in the table below.

**Do not leave blanks. Enter 0 if it does not apply.**

	Employer Name	2010 total earnings
Student		\$
Spouse		\$

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If you need more space, attach a separate page.

**UNTAXED INCOME FOR 2010****Do not leave blanks. Enter 0 if it does not apply.**

Type of Untaxed Income	Student	Spouse
Child support <b>received</b> for all children	\$	\$
Untaxed pensions or portions of pensions	\$	\$
Housing, food and living allowances paid to members of the military, clergy or others	\$	\$
VA non-education benefits	\$	\$
Any other untaxed income (worker's compensation, disability, etc)	\$	\$
Cash received or money paid on your behalf	\$	\$

**Please check the applicable boxes if either you or your spouse received any of these benefits in 2010**☐ Food Stamps☐ Social Security Benefits☐ Welfare Benefits☐ SSI Disability Benefits

**Note: If you reported no source(s) of income, please complete a 2011-12 Student Low Income Statement. The form can be found at [www.schoolcraft.edu/aid](http://www.schoolcraft.edu/aid).**

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**INCOME EXCLUSIONS FOR 2010****Do not leave blanks. Enter 0 if it does not apply.**

Type of Income Exclusion	Student	Spouse
Child support <b>paid</b> (Documentation Required)	\$	\$
Federal Work Study, Co-Op Education earnings, or other grant/scholarship aid reported to the IRS in your Adjusted Gross Income	\$	\$
Combat pay or special combat pay. Only enter the amount that was taxable and included in the adjusted gross income. Do not enter untaxed combat pay reported on the W-2 (box 12, Code Q).	\$	\$

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**CERTIFICATION**

**If you are the student,** 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