

## 2012-2013 Verification Worksheet Dependent Student

Your 2012–2013 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law says that before awarding Federal Student Aid, we may ask you to confirm the information you and your parents reported on your FAFSA. To verify that you provided correct information the financial aid administrator at your school will compare your FAFSA with the information on this worksheet and with any other required documents. If there are differences, your FAFSA information may need to be corrected. You and at least one parent must complete and sign this worksheet, attach any required documents, and submit the form and other required documents to the financial aid administrator at your school. Your school may ask for additional information. If you have questions about verification, contact your financial aid administrator as soon as possible so that your financial aid will not be delayed.

Student's Last Name	Student's First Name	Student's M.I.	Student's Social Security Number
Student's Street Address (in	clude apt. no.)		Student's Date of Birth
City	State	Zip Code	Student's Email Address
Student's Home Phone Num	aber (include area code)		Student's Alternate or Cell Phone Number

## B. Dependent Student's Family Information

A. Dependent Student's Information

List below the people in your parent(s)' household. Include:

- Yourself and your parent(s) (including a stepparent) even if you don't live with your parent(s).
- Your parent(s)' other children if your parent(s) will provide more than half of their support from July 1, 2012, through June 30, 2013, or if the other children would be required to provide parental information if they were completing a FAFSA for 2012–2013. Include children who meet either of these standards, even if they do not live with your parent(s).
- Other people if they now live with your parent(s) and your parent(s) provide more than half of their support and will continue to provide more than half of their support through June 30, 2013.

Include the name of the college for any household member, excluding your parent(s), who will be enrolled, at least half time in a degree, diploma, or certificate program at a postsecondary educational institution any time between July 1, 2012, and June 30, 2013. If more space is needed, attach a separate page with the student's name and Social Security Number at the top.

Full Name	Age	Relationship	College	Will be Enrolled at
				Least Half Time
Missy Jones (example)	18	Sister	Central University	Yes
		Self		

2. Dependent Student's Income Information to Be Verified  1. TAX RETURN FILERS—Important Note: If the student filed, or will file, an amended 2011 IRS tax return, the student must contact the financial aid administrator before completing this section.  Instructions: Complete this section if the student, filed or will file a 2011 income tax return with the IRS. The best way to verify income is by using the IRS Data Retrieval Tool that is part of FAFSA on the Web. If the student has not already used the tool, go to EAFSA, goa, log is to the student's FAFSA record, select "Made FAFSA Corrections," and navigate to the Financial Information section of the John. From there, follow the instructions to determine if the student is eligible to use the IRS Data Retrieval Tool or manifer 2011 IRS income tax information into the student's FAFSA. It takes up to two weeks for IRS lincome information to be available for the IRS Data Retrieval Tool for electronic IRS tax return filers, and up to eight weeks for paper IRS tax return filers. If you need more information about when, or how to use the IRS Data Retrieval Tool see your financial aid administrator.  Check the box that applies:  The student has used the IRS Data Retrieval Tool in FAFSA on the Web, to retrieve and transfer 2011 IRS income information into the student's FAFSA on the Web, but will use the tool to the FAFSA. The student's school will use the IRS International to the student was transferred in the verification process.  The student has not yet used the IRS Data Retrieval Tool in FAFSA on the Web, but will use the tool to retrieve and transfer 2011 IRS income information into the student's FAFSA on the Web, but will use the tool to retrieve and transfer 2011 IRS income information into the student's FAFSA on the Web, but will be student were information into the student's IRS tax return transcript—not a photocopy of the income tax return. To obtain an IRS tax return transcript—a to a photocopy of the income tax return. To obtain an IRS tax return transcript	Student's Name:	SSN:	
Instructions: Complete this section if the student, filed or will file a 2011 income tax return with the IRS. The best way to verify income is by using the IRS Data Retrieval Tool that is part of FAFSA on the Web. If the student has not already used the tool, go to FAESA, and in the student's 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 as information into the student's FAFSA. It takes up to two weeks for IRS income information to be available for the IRS Data Retrieval Tool for electronic IRS tax return filers. If you need more information about when, or how to use the IRS Data Retrieval Tool see your financial aid administrator.  Check the box that applies:  The student has used the IRS Data Retrieval Tool in FAFSA on the Web to retrieve and transfer 2011 IRS income information into the student's FAFSA, either on the initial FAFSA or when making a correction to the FAFSA. The student's school will use the IRS information that was transferred in the verification process.  The student has not vet used the IRS Data Retrieval Tool in FAFSA on the Web, but will use the tool to retrieve and transfer 2011 IRS income information into the student's FAFSA once the student has filed a 2011 IRS tax return. See instructions above for information into the student's FAFSA once the student has filed a 2011 IRS tax return. See instructions above for information into the student's FAFSA once the student has filed a 2011 IRS tax return. See instructions process until the IRS information has been transferred in the FAFSA.  The student is junable or chooses not to use the IRS Data Retrieval Tool in FAFSA on the Web, and the student will subm to the school a 2011 IRS tax return transcript—not a photocopy of the income tax return. To obtain an IRS tax return transcript, go to your IRS fax for a dick on the "Order a Return or Accoun	C. Dependent Student's Income Information to Be Verified		
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1 4	each employer in 2011, and whether an IRS W-2 form is attach student by employers. <i>List every employer even if they did not it</i>	ned. Attach copies of all 2011 IRS issue an IRS W-2 form. If more sp	S W-2 forms issued to the
Suzy's Auto Body Shop (example) \$2,000.00(example) Yes(example)	Employer's Name	2011 Amount Earned	IRS W-2 Attached?
	Suzy's Auto Body Shop (example)	\$2,000.00(example)	Yes(example)

St	Student's Name: SSN:	
D.	<b>D. Parent's Income Information to Be Verified</b> —Note: If two parents were reported in Section B of this worksheet, instructions and certifications below refer and apply to both parents.	the
1	1. TAX RETURN FILERS— <b>Important Note:</b> If the student's parent(s), filed or will file, an <u>amended</u> 2011 IRS tax return student's financial aid administrator must be contacted before completing this section.	n the
	<b>Instructions:</b> Complete this section if the student's parent(s) <u>filed or will file</u> a 2011 income tax return with the IRS. The way to verify income is by using the IRS Data Retrieval Tool that is part of FAFSA on the Web. If the student's parent(s) not already used the tool, the parent and the student should go to <u>FAFSA.gov</u> , log in to the student's FAFSA record, self "Make FAFSA Corrections," and navigate to the Financial Information section of the form. From there, follow the institute of determine if the parent(s) is eligible to use the IRS Data Retrieval Tool to transfer 2011 IRS income tax information is student's FAFSA. It takes up to two weeks for IRS income information to be available for the IRS Data Retrieval Tool for electronic IRS tax return filers, and up to eight weeks for paper IRS tax return filers. If you need more information about whether or how to use the IRS Data Retrieval Tool see the student's financial aid administrator.	) has ect ructions nto the
	Check the box that applies:	
	The student's parent <u>has used</u> the IRS Data Retrieval Tool in FAFSA on the Web to transfer 2011 IRS income information the student's FAFSA, either on the initial FAFSA or when making a correction to the FAFSA. The student's so will use the IRS information transferred into the student's FAFSA to complete the verification process.	
	The student's parent <u>has not yet</u> used the IRS Data Retrieval Tool, but will use the tool to transfer 2011 IRS income information into the student's FAFSA once the parent's IRS tax return has been filed. See instructions above for information on how to use the IRS Data Retrieval Tool. The student's financial aid administrator cannot complete verification until the parent has transferred IRS information into the student's FAFSA.	;
	The parent is unable or chooses not to use the IRS Data Retrieval Tool, and the parent will submit to the student's stopy of the parent's 2011 IRS tax return transcript(s)—not photocopies of the income tax return. To obtain an IR return transcript go to www.IRS.gov and click on the "Order a Return or Account Transcript" link, or call 1-800-9946. Make sure you order the "IRS tax return transcript" and not the "IRS tax account transcript." The parent with his or her Social Security Number, date of birth, and the address on file with the IRS (normally this will be the addressed when the 2011 IRS tax return was filed). It takes up to two weeks for IRS income information to be available for electronic IRS tax return filers, and up to eight weeks for paper tax return filers. If the parents are married, and seption 2011 tax returns were filed, 2011 IRS tax return transcripts must be submitted for each parent.	2S tax 08- Il need ess or
	Check here if an IRS tax return transcript(s) is attached to this worksheet.	
	Check here if IRS tax return transcript(s) will be submitted to the student's school later. Verification cannot be completed until the IRS tax return transcript(s) has been submitted to the school.	e
2	2. TAX RETURN NONFILERS—Complete this section if the student's parent(s) will not file and <u>is not required</u> to file a income tax return with the IRS.	2011
	Check the box that applies:	
	The parent(s) was not employed and had no income earned from work in 2011.	
	The parent(s) was employed in 2011 and has listed below the names of all the parent's employers, the amount earner each employer in 2011, and whether an IRS W-2 form is attached. Attach copies of all 2011 IRS W-2 forms issued parent(s) by employer(s). List every employer even if they did not issue an IRS W-2 form. If more space is needed, a separate page with the student's name and Social Security Number at the top.	to the
	Employer's Name 2011 Amount Earned IRS W-2 Attach	ned?
	Suzy's Auto Body Shop (example) \$2,000.00 (example) Yes (example)	

Stı	Student's Name:			SSN:	
E.	Parent's Other Information	n to Be Verified			
1	1. Complete this section if someone in the student's parent's hor Supplemental Nutrition Assistance Program or SNAP (forme calendar years.				
		n Section B of this worksheet remember and section of the receipt of SNA		d SNAP benefits in 2010 or 201 nefits during 2010 and/or 2011.	1. If asked by the student
2	. Complete this section if one of	the student's parents paid child	l suppo	ort in 2011.	
	indicated below the name paid, the names of the child paid in 2011 for each child	of the person who paid the child dren for whom child support wa I. If asked by the school, I will J	d supp as paid provid	worksheet paid child support in ort, the name of the person to w l, and the total annual amount of e documentation of the payment of the paym	hom the child support was f child support that was t of child support. <i>If you</i>
	Name of Person Who Paid	Name of Person to Whom C	hild	Name of Child for Whom	Amount of Child
	Child Support	Support was Paid		Support Was Paid	Support Paid in 2011
	Marty Jones	Chris Smith (example)		Terry Jones	\$6,000.00
F.	Certification and Signature	es			
Each person signing this worksheet certifies that all of the information reported on it is complete and correct.  The student and one parent must sign and date.		emplete and correct.	infor	NING: If you purposely give false mation on this worksheet, you mandenced to jail, or both.	
		or orgin and date.	Jente	mode to jun, or soun	
	Student's Signature			Date	
Parent's Signature			Date		

Do not mail this worksheet to the U.S. Department of Education. Submit this worksheet to the financial aid administrator at your school.

You should make a copy of this worksheet for your records.

## FINANCIAL AID OFFICE



2500 Walton Way Augusta, GA 30904 Phone: 706-737-1431, Fax: 706-737-1777

Website: www.aug.edu/financial\_aid Email: finaid@aug.edu

## **Additional 2012-2013 Verification Information**

List all sources of earned taxed income and untaxed income benefits that you (the student/spouse) AND your parent(s) received for 2011. Remember to list the annual amounts and complete every question. If not applicable, please enter a "0." Please do not leave any item blank.

Student/ Spouse	Additional Financial Information	Parent(s)			
	Taxable earnings from need-based employment programs, such as Federal Work-Study and need-based employment portions of fellowships and assistantships. (FAFSA Questions 43c, 91c)				
	Taxable student grant and scholarship aid <b>reported to the IRS in your adjustment gross income</b> . Includes AmeriCorps benefits (awards, living allowances and interest accrual payments), as well as grant and scholarship portions of fellowships and assistantships. (FAFSA Questions 43d, 91d)				
	Combat pay or special combat pay. Only enter the amount that was taxable and included in your adjusted gross income. <b>DO NOT ENTER untaxed combat pay</b> . (FAFSA Questions 43e, 91e)				
	Earnings from work under a cooperative education program offered by a college. (FAFSA Questions 43f, 91f)				
Student/ Spouse	2011 Untaxed Income				
	Payments to tax-deferred pension and savings plans (paid directly or withheld from earnings), including, but not limited to, amounts reported on the W-2 in boxes 12a through 12d, codes D, E, F, G, H and S. (FAFSA Questions 44a, 92a)				
	Child support received for any of your children. <b>DO NOT INCLUDE</b> foster care or adoption payments. (FAFSA Questions 44c, 92c)				
	Housing, food and other living allowances paid to members of the military, clergy and others (including cash payments and cash value of benefits). <b>DO NOT INCLUDE</b> the value of on-base military housing or the value of a basic military allowance for housing. (FAFSA Questions 44g, 92g)				
	Veterans non-education benefits, such as Disability, Death Pension, or Dependency & Indemnity Compensation (DIC) and/or VA Educational Work-Study allowances. (FAFSA Questions 44h, 92h)				
	Other untaxed income not reported above or on your tax return such as workers' compensation, disability, etc. Also include the first-time homebuyer tax credit from IRS Form 1040-line 67. <b>DO NOT INCLUDE</b> student aid, earned income credit, additional child tax credit, welfare payments, untaxed Social Security benefits, Supplemental Security Income, Workforce Investment Act educational benefits, on-base military housing or a military housing allowance, combat pay, benefits from flexible spending arrangements (e.g., cafeteria plans), foreign income exclusion or credit for federal tax on special fuels. (FAFSA Questions 44i, 92i)				
	Money received or paid on your behalf (e.g. bills) not reported elsewhere on this form. (FAFSA Questions 44j)				

Student's Signature:	Date:			
Parent's Signature:	Date:			