

ARKANSAS TECH UNIVERSITY

2011-2012 VERIFICATION WORKSHEET

Your Federal aid application was selected for review in a process called "verification". In this process, TECH's financial aid office will be comparing information from your aid application with signed copies of 2010 Federal income tax forms and this worksheet. **If we find conflicting information between these documents and your FAFSA, we will request additional information from you.**

You have **30** days to submit the requested documents to our office. **Your financial aid will not be processed until verification is completed.** We must review the requested information under the financial aid program rules (CFR Title 34, Part 668). If we find errors on your FAFSA, we will process the corrections electronically.

Return completed form to: Financial Aid Office, Arkansas Tech University, 1605 Coliseum Drive, Suite 117, Russellville, AR 72801. If you have questions, call us at 479-968-0399. You may fax information to us at 479-964-0857. Please indicate the student's ID number on all documents.

Student's Last Name	First Name	MI	Student ID number
Address			Date of Birth ()
City	State	Zip Code	Phone Number

ITEM 2: Read. Check one box and follow instructions to complete next item.

- Independent Students:** For Item 3 below, write the names of all people you (and your spouse) will support between July 1, 2011 and June 30, 2012. Include yourself, your spouse and your dependent children and others (if you provide more than half of their support). Under "Current College Name", count yourself as a college student at ATU. Also write in the name of the college for any other household member who will attend at least half time in 2011-12 in a program that leads to a college degree or certificate.
- Dependent Students:** For Item 3 below, write the names of all the people your parents will support between July 1, 2011 and June 30, 2012. **Include yourself, your parents (stepparents), your parent's dependent children and others** (if your parents provide more than half support or if they would be required to give parental information when applying for Federal student aid). **If additional room is needed, attach a separate sheet of paper with names, ages, relationships, and current college name.** Under "Current College Name", count yourself as a college student at ATU. Also write in the names of the college for any other household member (**EXCLUDING PARENTS**) who will attend at least half time in 2011-12 in a program that leads to a college degree or certificate. **DO NOT COUNT PARENTS AS ATTENDING COLLEGE EVEN THOUGH THEY MAY BE but include them in the household below.**

Item 3:

Full Name (first, mi, last)	Age*	Relationship to you	Current College Name Only**
Example: John Q. Smith	20	Self	Arkansas Tech University

*List ages as of date you applied on the 2011-12 FAFSA application. **Do not list elementary, high schools or previously attended colleges. Even though your parents may be included in the household size, you cannot include them in college number for 2011-12 school year.

TAX FORMS AND INCOME INFORMATION

Item 4: Check the people below who did file a 2010 Federal income tax return and **submit** a signed photocopy of the 2010. Federal income tax return (IRS 1040, 1040A, 1040EZ), a tax return from Puerto Rico or foreign income tax return:

- You
- Your Spouse
- Your Father/Stepfather
- Your Mother/Stepmother

If you did not keep a copy of your tax return, request a copy from your tax preparer or you can request a tax listing from the Internal Revenue Service by calling 1-800-829-1040.

Item 5: Check the people below who did not and will not file a 2010 Federal income tax return:

- You
- Your Spouse
- Your Father/Stepfather
- Your Mother/Stepmother

If you (or spouse) or your parent did **not** file a 2010 tax return but earned money in 2010, list earnings below. (Example: student worked for Wal-Mart earned \$1000 or list odd jobs such as housekeeping, lawn mowing, etc., earned \$1000)

1. I, student, did not and will not file a 2010 Federal income tax return. I worked at _____ & earned \$ _____ in 2010.
2. I, spouse, did not and will not file a 2010 Federal income tax return. I worked at _____ & earned \$ _____ in 2010.
3. I, father, did not and will not file a 2010 Federal income tax return. I worked at _____ & earned \$ _____ in 2010.
4. I, mother, did not and will not file a 2010 Federal income tax return. I worked at _____ & earned \$ _____ in 2010.

Check here if you received any of the following (In 2009 or 2010): SSI, Food Stamps, Free & Reduced School Lunches, WIC, or TANF.

ITEM 6: Complete the following. If answer is none, put zero. **Do not complete the sections labeled "Financial Aid Use Only."**

Student/Spouse	2010 ADDITIONAL FINANCIAL INFORMATION:	Parents
\$ _____	Child support paid because of divorce or separation or as a result of a legal requirement. Do not include foster care, or adoption payments. Don't include support for children in your (or your parents') household.	\$ _____
\$ _____	Taxable earnings from need-based employment programs, such as Federal Work-Study and need based employment portions of fellowships and assistantships.	\$ _____
\$ _____	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).	\$ _____
\$ _____	Earnings from work under a cooperative education program offered by a college.	\$ _____

**** FINANCIAL AID USE ONLY ****

\$ _____	Education credits (American Opportunity, Hope and Lifetime Learning tax credits) from IRS Form 1040-line 49 or 1040A line- 31.	\$ _____
\$ _____	Taxable student grant and scholarship aid reported to the IRS in your (or your parents') adjusted gross income . Includes AmeriCorps benefits (awards, living allowances, and interest accrual payments), as well as grant or scholarship portions of fellowships and assistantships.	\$ _____

Student/Spouse	2010 UNTAXED INCOME:	Parents
\$ _____	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 Form in Boxes 12a through 12d, codes D, E, F, G, H and S. You must include untaxed portions of 401(k) and 403(b) plans.	\$ _____
\$ _____	Child support received for all children. 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). Do not include the value of on-base military housing or the value of a basic military allowance for housing.	\$ _____
\$ _____	Veterans' noneducation benefits such as Disability, Death Pension or Dependency & Indemnity Compensation (DIC) and/or VA Educational Work-Study allowances.	\$ _____
\$ _____	Other untaxed income not reported in items 44a through 44h, such as worker's compensation, disability, etc. Don't include the first-time homebuyer tax credit from IRS form 1040-line 67. Don't include 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 allowance, combat pay, benefits from flexible spending arrangements, e.g. cafeteria plans, foreign income exclusions or credit for Federal tax on special fuels.	\$ _____
\$ _____	Money received , or paid on your behalf (eg. Bills), not reported elsewhere on this form.	\$ _____

**** FINANCIAL AID USE ONLY ****

\$ _____	IRA deductions and payments to self-employed SEP, SIMPLE, Keogh and other qualified plans from IRS Form 1040-total of lines 28 PLUS 32 or 1040A line 17.	\$ _____
\$ _____	Tax exempt interest income from IRS Form 1040-line 8b or 1040A-line 8b.	\$ _____
\$ _____	Untaxed portions of IRA distributions from IRS Form 1040-lines (15a minus 15b) or 1040A-lines (11a minus 11b). Exclude rollovers. If negative, enter a zero here.	\$ _____
\$ _____	Untaxed portions of pensions from IRS Form 1040-lines (16a minus 16b) or 1040A-lines (12a minus 12b). Exclude rollovers. If negative, enter a zero here.	\$ _____
\$ _____	Making work pay credit IRS Form 1040-line 63, 1040A-line 40, or 1040EZ-line 8.	\$ _____

Item 7: CERTIFICATION
By signing this worksheet, I (we) certify that all the information reported to qualify for Federal student aid is complete and correct. If dependent, parent must sign. Warning: If you purposely give false or misleading information, you may be fined \$20,000, sent to prison, or both.