



HOLMES
COMMUNITY COLLEGE

**INDEPENDENT
2012 2013 Verification Worksheet
Federal Student Aid Programs**

Your application was selected for a process called verification. In this process, the school must compare information from your application with copies of you and your spouse's 2011 Federal tax transcript, W-2 forms or other financial documents. The law states we have the right and responsibility to ask you for this information before awarding Federal aid. If there are differences between your FAFSA information and your financial documents, corrections will be submitted electronically to have your information reprocessed.

What you should do:

1. Complete and sign the worksheet. **DO NOT LEAVE ANY BLANKS!!**
2. Attach any required documents and submit the completed worksheet to your financial aid office as soon as possible, so that your financial aid won't be delayed.

A. Student Information:

Last Name	First Name	MI	Social Security Number
Address (include apt. no)			Date of Birth
City	State	Zip Code	Phone Number (include area code)

B. Family Information/Marital Status - Indicate your (the student's) marital status:

Single Married Married, but Separated Divorced* Widowed

Marital Status Effective Date (Month and Year) _____

*If divorced, please attach a copy of the divorce decree.

List the people in your household, including:

- Yourself and your spouse (if you are married and not separated), and
- Your children, even if they don't live with you, if you will provide more than half of their support from July 1, 2012 through June 30, 2013, 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, 2012, through June 20, 2013.

Write the names of all household members in the space(s) below. Also write in the name of the college for any household member who will be attending at least half time between July 1, 2012 and June 30, 2013 and will be enrolled in a degree, diploma, or certificate program. If you need more space, attach a separate page.

Full Name	Age	Relationship	College
		Self	Holmes Community College

C. Tax Forms and Income Information - - **Complete this section even if tax returns were not filed.**

The best way to verify income is by using the IRS Data Retrieval Tool that is part of FAFSA on the Web. A copy of your federal tax return is **NOT** acceptable. If you do not have a copy of your 2011 tax transcript (not account transcript), you must request a copy directly from the IRS by calling 1-800-908-9946.

Student: (Check only one) **Do Not Leave This Section Blank – If Zero, Write in “0”** _____

- I have used the IRS Data Retrieval Tool on FAFSA on the Web to transfer my 2011 IRS income information.
- I have attached an IRS Tax Return Transcript of my 2011 federal tax return.
- I will submit a 2011 IRS Tax Transcript to the school by _____ (date).
- I did not, will not, and am not required to file a 2011 Federal Tax Return.
- My sources(s) of income for 2011 are listed below: Examples (W-2s, Social Security Benefits, Food Stamps, TANF, WIC, Unemployment, etc.) You **MUST** list an income received in 2011. **Do Not Leave Blank**

Source: _____ \$ _____ (yearly amount)
 Source: _____ \$ _____ (yearly amount)
 Source: _____ \$ _____ (yearly amount)

Spouse: (Check only one) **Do Not Leave This Section Blank – If Zero, Write in “0”** _____

- I have used the IRS Data Retrieval Tool on FAFSA on the Web to transfer my 2011 IRS income information.
- I have attached an IRS Tax Return Transcript of my 2011 federal tax return.
- I will submit a 2011 IRS Tax Transcript to the school by _____ (date).
- I did not, will not, and am not required to file a 2011 Federal Tax Return.
- My sources(s) of income for 2011 are listed below: Examples (W-2s, Social Security Benefits, Food Stamps, TANF, WIC, Unemployment, etc.) You **MUST** list an income received in 2011. **Do Not Leave Blank.**

Source: _____ \$ _____ (yearly amount)
 Source: _____ \$ _____ (yearly amount)
 Source: _____ \$ _____ (yearly amount)

D. Untaxed Income Information:

Student Yearly Amounts	DO NOT LEAVE ANY SPACED BLANK. IF ZERO, WRITE IN “0”. 2011 Untaxed Income & Benefits	Spouse Yearly Amount
	Child support received for all children. Don’t include foster care or adoption payments.	
	Payments to tax-deferred pension and savings plans paid directly or withheld from earnings, including, but not limited to amounts reported on the W2 forms in Boxes 12a, 12d, codes D, E, F, G, H and S.	
	Veteran’s noneducation benefits such as Disability, Death Pension, or Dependency & Indemnity Compensation and/or VA Educational Work-Study allowances.	
	Other untaxed income not reported, such as workers’ compensation, disability, untaxed portions of pension, etc. Don’t include student aid, earned income credit, additional child tax credit, untaxed Social Security benefits, SSI, WIA educational benefits, combat pay, etc.	
	Other cash received or paid on your behalf (ex. Bills) not reported elsewhere on this form.	
	2011 Income Exclusions	
	Child support paid because of divorce or separation or as a result of a legal requirement. Don’t include support for children in your (or spouse’s household. List child(ren) support paid for: _____	
	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 W2 Code Q.	

E. SIGN THIS WORKSHEET

By signing this worksheet, I (we) certify that all the information reported is complete and correct. Warning: If you purposely give false or misleading information on this worksheet, you may be fined, sentenced to jail, or both.

Student:	Date:
Spouse:	Date: