



**2010-2011 Independent
Verification Worksheet**

Financial Aid Office
1002 N. First Street
Vincennes, IN 47591
Phone: 812-888-4361
Fax: 812-888-4261
E-mail: fa@vinu.edu

Student Name _____ ID# _____

Street Address _____ City _____ State _____ Zip _____

Phone or cell # _____ E-mail _____

*The FAFSA Central Processing Service has identified you for a process called verification, which requires you to provide the information we request here. **It is very important that the answers you provide below and on page 2 are accurate.** We will correct any information on your FAFSA based on these answers.*

Step 1. Carefully complete the chart below by listing:

- Yourself and your spouse (if you are married).
- Your children, **if you will provide more than half of their support** from July 1, 2010, through June 30, 2011.
- Any others for whom **you will provide more than half of their support** from July 1, 2010, through June 30, 2011.
- Provide a college name in the *College* column if that person will be attending half time or more. (At least 6 credits is the usual number required for half-time status.)

Family Member Full Name	Date of Birth	Relationship	College (attending half time or more)
		Self	Vincennes University

Step 2. Provide signed copies of 2009 federal tax returns you (and your spouse) filed or signed IRS transcripts of your returns. OR

If you or your spouse did not have to file federal taxes, fill the blanks below.

_____ I will not & was not required to file a 2009 federal tax return.

My total 2009 earnings: \$ _____ Sources of earnings: _____

_____ My spouse will not & was not required to file a 2009 federal tax return.

Spouse's total 2009 earnings: \$ _____ Source of earnings: _____

(If your household earnings show less than the federal poverty level, we will mail you a low/no income worksheet. You can speed up processing by printing this worksheet from our Web site. From the 2010-2011 button scroll to form # 25.)

Step 3. Complete the worksheet on page 2 of this form.



2010-2011 Independent Verification Worksheet

 Student Name

 Student ID#

Provide total amounts for you and your spouse, if married, in 2009 for each of the categories below. If the category does not apply to you, answer with a 0 (zero) or NA. Do NOT leave any dollar amount boxes blank.

Student (& Spouse)	
\$	Payments to tax-deferred pension/savings plans, including but not limited to amounts on W-2 forms Boxes 12a-12d, codes D, E, F, G, H, & S.
\$	Child support you <i>received</i> in the year 2009 for all children. <i>Do not</i> 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 noneducation benefits such as Disability, Death Pension, or Dependency & Indemnity Compensation (DIC) and/or VA Educational Work-Study allowances.
\$	Any other untaxed income or benefits not reported, such as Worker's Comp or untaxed pensions. <i>Do not</i> include student aid, earned income credit, additional child tax credit, welfare payments, TANF, food stamps, untaxed Social Security benefits, Supplemental Security Income, Workforce Investment Act educational benefits, or combat pay.
\$	Money received or paid on your behalf not reported elsewhere on this form.

Step 4. Read and sign below.

- Please return all documents together as soon as possible. Priority deadline is 30 days before the end of your first semester of attendance in 2010-2011. We can still process verifications after this, but if you wait until after the semester or after you have withdrawn to submit all required documents, you may not be eligible for any federal or state financial aid.
- We will submit to the FAFSA processing center any corrections that might be required on the basis of these verification documents.
- If verification results require a change in an award you have already received, we will notify you of that change with a new award letter as soon as possible by e-mail advising you to check your MyVU account.
- If we have to return to the Department of Education or your lender any funds you have already received because of verification results, we will notify you in writing of that as soon as possible.
- Do **not** mail this worksheet to the Department of Education or FAFSA address. Submit this form to the Vincennes University financial aid office.
- Please do not send your original tax return. We will shred any documents we do not request or need.

By signing below, I affirm that all the information on pages 1 and 2 is complete and correct.

 Student signature

 Date

After you turn in this form, please DO NOT make any changes to your FAFSA.