

Southwestern Michigan College

2008-2009 Verification Worksheet for Federal Student Aid Programs

Note: Your application was selected by either the U.S. Dept. of Education or Southwestern Michigan College for review in a process called "verification." In this process, SMC is required by federal law (34 CFR, Part 668) to compare the information on your application with the information provided on this form and with signed copies of 2007 federal tax forms. If there are differences between your application and the documents you've submitted, corrections may need to be made.

We cannot process your financial aid until verification has been completed, so please provide the required documents as soon as possible.

What you should do:

1. Collect your (and your spouse's or parents') financial documents (signed Federal income tax forms, W-2's, etc.).
2. Complete Sections A, B, C, and D.
3. Contact us at 269-782-1313 if you have any questions about completing this worksheet.
4. Bring or mail the completed worksheet, tax forms, and any other required documentation to our office.
5. We will compare the information on these documents to the information on your financial aid application and make corrections if necessary.

A. Student Information

<i>Last Name</i>	<i>First Name</i>	<i>M.I.</i>	<i>Social Security Number</i>	
<i>Address (include apt. #)</i>		<i>City</i>	<i>State</i>	<i>Zip Code</i>
<i>Date of Birth</i>	<i>Home Phone Number (include area code)</i>		<i>Cell Phone Number (include area code)</i>	

B. Family Information

Independent Students: List the people in your household, include: yourself, and your spouse if you have one; your children, if you will provide more than half of their support from July 1, 2008 to June 30, 2009; and any 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, 2008 to June 30, 2009.

Dependent Students: (on this form the term "parent" refers to parent or stepparent)
List the people in your parents' household, including:

- Yourself and your parent(s) (including stepparent), even if you don't live with your parents;
 - Your parents' other children, even if they don't live with your parent(s), if (1) your parents will provide more than half of their support from July 1, 2008 to June 30, 2009, or (2) the children would be required to provide parental information when applying for Federal student aid;
 - Other people if they now live with your parents, and your parents provide more than half of their support and will continue to provide more than half of their support from July 1, 2008 to June 30, 2009.
- **ALL STUDENTS:** Write the names of all household members below. Also write in the name of the college for any family member, excluding your parent(s), who will be attending college at least half-time between July 1, 2008 and June 30, 2009, and will be enrolled in a degree, diploma, or certificate program. If you need more space, attach a separate page. **Colleges listed must be eligible to participate in Federal Title IV financial aid programs.**

Full Name	Age	Relationship	College	State
<i>Example: Dexter Riley</i>	<i>23</i>	<i>Student/Self</i>	<i>Medfield College</i>	<i>MI</i>
		Student/Self	Southwestern Michigan College	MI

C. Tax Forms and Income Information

- All tax filers must submit a signed copy of a 2007 Federal Income Tax return (Form 1040, 1040A, or 1040EZ) for: you & your spouse (if married) AND your father/stepfather and your mother/stepmother (if you are a dependent student).
- If you did not keep a copy, you can call the IRS at 1-800-829-1040. Press 2 from the first set of options, press 2 from the second set of options, then follow the prompts to request a tax transcript for year 2007. There is no charge for this, and the tax transcript is acceptable for verification purposes. You should also be able to get a copy of your tax return from your tax preparer.
- Check the boxes below for those people (if there were any) who did not and are not required to file a 2007 Federal Income Tax Return. List below the employer(s) and any income received in 2007 for those who did not file a tax return (use W-2 forms or other earning statements).
 You Your spouse Your father/stepfather Your mother/stepmother

Name of Employer	Student Amount	Spouse or Parent(s) Amount

Both tax filers and non-tax filers must list any untaxed income received in 2007 below. Be sure to enter zeros if no funds were received. (See Worksheets A and B of the Free Application for Federal Student Aid). This section must be completed or the form will not be accepted.

Student & spouse-if married	Calendar Year 2007 (Jan 2007 through Dec 2007)	Parent(s) / step-parent(s)
	FAFSA WORKSHEET A:	
\$	Welfare benefits, including Temporary Assistance for Needy Families (TANF). Don't include food stamps or subsidized housing.	\$
\$	Social Security benefits received that were not taxed	\$
	FAFSA WORKSHEET B:	
\$	Payments to tax-deferred pensions and savings plans (paid directly or withheld from earnings) including but not limited to amounts reported on W-2 Form Box 12a through 12d, codes D, E, F, G, H, and S	\$
\$	Child support received--don't include foster 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' non-education 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 elsewhere, such as workers' compensation, untaxed portions of railroad retirement benefits, Black Lung Benefits, disability benefits, etc. Don't include student aid, WIA educational benefits, or benefits from flexible spending arrangements, e.g., cafeteria plans.	\$
\$	Cash or money paid on your behalf, not reported elsewhere on the form	\$XXXXXXXX

D. Required Signatures

By signing this worksheet, I (we) certify that all the information reported on this worksheet is complete and correct. If student is dependent, at least one parent/step-parent must sign. **Warning:** Anyone purposely giving false or misleading information on this worksheet may be fined, sentenced to jail, or both.

 Student Signature Date _____ _____ Date _____
 Parent/Step-parent Signature (Dependent Students Only)

RETURN THIS FORM TO: FINANCIAL AID OFFICE, SOUTHWESTERN MICHIGAN COLLEGE
 58900 CHERRY GROVE RD, DOWAGIAC, MI 49047