

What Does Verification Mean?

Verification is the process used to check the accuracy of information submitted by students on their financial aid application. The Federal Processor chooses student applications for verification at random through computer edits. Thirty percent of all applications are selected for verification. In addition, the Financial Aid Office at Northcentral Technical College selects students for verification when inconsistent information is found.

The U.S. Department of Education requires that colleges check the accuracy of the information that you provided on the 2009-2010 Free Application for Federal Student Aid (FAFSA) or the Renewal Application. We must verify this information before you are awarded

financial aid. If there are differences between your FAFSA and this information (including your federal tax return), we will update your application and recalculate your eligibility.

What You Should Do

1. Collect your (and your spouse's) financial documents. (Signed Federal income tax forms, W-2 forms, etc.)
2. Complete and sign the worksheet – you (and your spouse).
3. Submit the completed worksheet, tax forms, W-2's and any other documents your school requests to the Financial Aid Office as soon as possible.

****PROCESSING OF YOUR AID HAS STOPPED UNTIL THIS FORM AND ALL DOCUMENTS ARE RETURNED****

A. Student Information

Last Name	First Name	M.I.	NTC Student ID
Address (include apt. no.)		E-mail Address	Date of Birth
City	State	ZIP Code	Phone Number (include area code)

B. Family Information

List the people in your household, including:

- Yourself, and your spouse if you have one, and;
- Your children, if you will provide more than half of their support from July 1, 2009 through June 30, 2010, even if they do not live with you, 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, 2009 through June 30, 2010.

Write the names of all household members in the space(s) below. Also write in the name of the college for any household member, excluding your parent(s), who will be attending at least half time between July 1, 2009 and June 30, 2010, and will be enrolled in a degree, diploma, or certificate program. If you need more space, attach a separate page.

Full Name of Family Member	Age	Relationship to Student	College Name (if attending)
<i>Example:</i> Martha Jones	24	Wife	Central University
		Student/Self	NTC

C. Tax Forms and Income Information (all applicants)

Acceptable Federal Tax Returns include the 2008 IRS Form 1040, 1040A, 1040EZ. **Not Acceptable:** Form 8453 (Electronic Filing Statement). ***Note:** If an amended tax return was filed, you must submit copies of both the amended tax return AND the original. If you (and your spouse) did not keep a copy of your tax return, request a copy from your tax preparer or request an Internal Revenue Service form that lists tax account information.

~ Please Complete Reverse Side ~

C. Tax Forms and Income Information (all applicants) Cont.

Independent

Student's Tax Forms (Check only one box below.)

- Check here if you are attaching a **SIGNED** copy of your **2008 Federal tax return** and **W-2's**
- Check here if you will not file and are not required to file a 2008 U.S. Income Tax Return AND list below your employer(s) and any other source of income received in 2008. (**Attach the W-2 form(s) or other earnings statements.**)

Sources	2008 Income
	\$
	\$

Spouse's Tax Forms (if student is married) (Check only one box below.)

- Check here if you are attaching a **SIGNED** copy of your spouse's 2008 Federal tax return(s) and W-2's
- Check here if your spouse will not file and are not required to file a 2008 U.S. Income Tax Return AND list below your spouse's employer(s) and any other source of income received in 2008. (**Attach the W-2 form(s) or other earnings statements.**)

Sources	2008 Income
	\$
	\$

D. Student's and Spouse's Other Income

Please list the **Total Amounts** that were received for all of **2008** (from January 1, 2008 through December 31, 2008). **For any items that are not applicable, enter 0. Do Not leave any answers blank. Include AMOUNT and SUPPORTING DOCUMENTATION or this form will be returned to you for completion.**

REPORT TOTAL AMOUNTS FOR 2008 TAX YEAR	STUDENT	SPOUSE
Welfare benefits, including Temporary Assistance for Needy Families in 2008. (Don't include food stamps or subsidized housing.) Attach Supporting Documentation.	\$	\$
Workers Compensation in 2008. Attach Annual Benefit Statement.	\$	\$
Payments made to a tax-deferred pension plan (such as a 401K or 403b) in 2008. Attach copy of W-2's	\$	\$
Money Received or paid on student's behalf and/or your spouse (e.g. bills) from relatives, friends, etc., not reported elsewhere on this form.	\$	\$
Social Security or SSI benefits received in 2008. Attach Form 1099 or a printout from the Social Security Administration (SSA) listing the TOTAL amount of benefits received for ALL of 2008. If you received SSI, you may contact the SSA at (800) 772-1213 for documentation.	\$	\$
Social Security or SSI benefits for children other than the student. Attach Form 1099 or a printout from the Social Security Administration (SSA) listing the TOTAL amount of benefits received for ALL of 2008 by all family members.	\$	\$
Child support Received in 2008. List the total amount received in 2008 for all children. Attach Supporting Documentation.	\$	\$
Child support Paid in 2008. List the total amount paid in 2008 for all children. Attach Supporting Documentation.	\$	\$
Benefits received under the National and Community Service Trust Act of 1993 (AmeriCorps Awards) in 2008. Attach Supporting Documentation.	\$	\$
Student financial aid including work-study and/or scholarships reported as part of your adjusted gross income on your 2008 tax return.	\$	\$
Housing, food and other living allowances paid to members of the military, clergy and others (including cash payments and cash value of benefits). Attach copy of statement.	\$	\$
Veteran's non-education benefits such as Disability, Death Pension or Dependency & Indemnity Compensation (DIC) and/or VA Educational Work-Study allowances.	\$	\$

E. Sign this Worksheet: Requires spouse signature, if married

Each person signing this worksheet certifies that all the information reported on it is complete and correct. The student and spouse (if married) must sign.

WARNING: If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.

Student Signature Date

Spouse Signature Date

RETURN TO:
Northcentral Technical College
Financial Aid Office
1000 W Campus Drive
Wausau, WI 54401-1899

~ MAKE SURE THAT THE TAX FORMS ARE SIGNED ~