



2011-2012 Verification Worksheet

Federal Student Aid Programs

Your application was selected for review in a process called “Verification.” In this process, Concordia will be comparing information from your FAFSA with **signed copies** of your and your Spouses 2010 Federal tax forms, with W-2 forms, and other supporting financial documents. The law says we have the right to ask you for this information before awarding Federal aid. If there are differences between your FAFSA information and your financial documents, you or Concordia may need to make corrections electronically or by using your Student Aid Report (SAR). *Federal Regulation (34 CFR, Part 668)* **Complete Sections A,B,C, and D** below and submit it to Concordia’s Financial Aid Office as soon as possible, so that your financial aid won’t be delayed. Your financial aid counselor will assist you with any questions.

A. Student Information

Last Name _____ First Name _____ M.I _____ E _____ Student I.D _____
 () _____ () _____ - - _____
 Permanent Home Phone Number Student Cell Phone Number Student Social Security Number

B. Household and College Information

List the people in **your (and your spouse’s) household****, include:

- yourself (and your spouse if you are married), and
- your children, if you will provide more than half of their support from July 1, 2011 through June 30, 2012, 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, 2011 through June 30, 2012.

** Household is defined as everyone living under the same roof.

*List the school name or college name your spouse and/or child(ren) will be attending in 2011-2012 and include their grade level (elementary as 1st, 5th, 8th etc., and high school/college as freshman, sophomore, etc)

List all family members (spouse, children etc) and include school name and grade level for family members who will be attending a school in 2011 - 2012

Full Name	Age	Relationship	Name of School* Attending in 2011-2012	Grade Level* in 2011-2012
<i>(example) Sally Smith</i>	<i>24</i>	<i>Wife</i>	<i>City University</i>	<i>Senior</i>
<i>Student Name</i>		Self	Concordia University, Irvine	
<i>Spouse Name</i>				
<i>Child or Other Name</i>				
<i>Child or Other Name</i>				
<i>Child or Other Name</i>				
<i>Child or Other Name</i>				
<i>Child or Other Name</i>				

If you need more space, attach a separate page.

***Proof of college enrollment may be required**

Complete C and E on side 2 →

C. STUDENTS Tax Forms and Income Information (all applicants)**Independent**

1. **Check only one of the boxes below.** Tax returns include the 2010 IRS Form 1040, 1040A, 1040EZ, a tax return from Puerto Rico or a foreign income tax return. If you did not keep a copy of your tax return, request a copy from your tax preparer or request a copy directly from the Internal Revenue Service (1-800- 829-1040).
- Check here if you are attaching a **signed copy** of your tax return.
 - Check here if a signed tax return will be submitted to the school by _____ (date). **I understand this will cause a delay in my financial aid process.**
 - Check here if you filed an extension for 2010 and **attach extension. I understand that I will not be awarded Federal and/or State aid until I submit a signed 2010 tax return.**
 - Check here if you will not file and are not required to file a 2010 U.S. Income Tax Return. **(Complete #2 below)**
2. If you **did not file** and are not required to file a 2010 Federal income tax return, list below your employer(s) and all income received in 2010 (use the W-2 form or other earnings statements if available). Also list any funds received for child support and other untaxed income.

Name of Employer OR Sources of Untaxed Income	Amount Earned/Received in 2010
a.	\$
b.	\$
c.	\$
d. Child Support (see question 44 of the FAFSA)	\$
e. Workmans' Compensation (see question 44 of the FAFSA)	\$
f. Untaxed Pensions (see question 44 of the FAFSA)	\$
g. Other:	\$

D. Spouse's Tax Forms and Income Information (if student recently married and filed separate)

1. **Check only one of the boxes below.** Tax returns include the 2010 IRS Form 1040, 1040A, 1040EZ, a tax return from Puerto Rico or a foreign income tax return. If you did not keep a copy of your tax return, request a copy from your tax preparer or request a copy directly from the Internal Revenue Service (1-800- 829-1040).
- Check here if you are attaching a signed copy of your tax return.
 - Check here if a signed tax return will be submitted to the school by _____ (date). **I understand this will cause a delay in my spouse's financial aid process.**
 - Check here if you filed an extension for 2010 and attach extension. **I understand my spouse will not be awarded Federal and/or State aid until I submit a signed 2010 tax return.**
 - Check here if you will not file and are not required to file a 2010 U.S. Income Tax Return. **(Complete #2 below)**
2. If you **did not file** and are not required to file a 2010 Federal income tax return, list below your employer(s) and all income received in 2010 (use the W-2 form or other earnings statements if available). Also list any funds received for child support and other untaxed income.

Name of Employer OR Sources of Untaxed Income	Amount Earned/Received in 2010
a.	\$
b.	\$
c.	\$
d. Child Support (see question 44 of the FAFSA)	\$
e. Workmans' Compensation (see question 44 of the FAFSA)	\$
f. Untaxed Pensions (see question 44 of the FAFSA)	\$
g. Other:	\$

E. Sign this Worksheet

By signing this worksheet, I (we) certify that all the information reported on it is complete and correct.

Student Signature

Date

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