

2011-12 Independent Student Verification Worksheet

Your application was selected for review in a process called "Verification". In this process, the office will be comparing information from your application with signed copies of your (and your spouse's) 2010 tax forms and/or other financial documents. The law requires that we ask you for this information before awarding Federal aid. If there are differences between your application information and your financial documents, we may need to make corrections on your Institutional Student Information Record (ISIR) and have a new ISIR processed. This can delay processing for you. Please be sure to complete all sections. **Do not leave blanks.**

A. Student Information

Last Name	First Name	M.I.	Social Security Number
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B. Family Information

List the people that you (and your spouse) will support between July 1, 2011 and June 30, 2012.

Include

- yourself
- your spouse
- your dependent children (if you provide more than half of their support).

Include other people as part of your family *only if*:

- they lived with you and got more than half their support from you at the time you completed your student aid application.
- they will continue to get more than half their support from you from July 1, 2011 through June 30, 2012.

Also, list the college each family member will be attending at least half-time between July 1, 2011 and June 30, 2012, and will be enrolled in a degree or certificate program. If you need more space, attach a separate page.

FULL NAME	AGE	RELATIONSHIP	COLLEGE ATTENDING IN 2011-2012
1.		Self	Oakton Community College
2.			
3.			
4.			
5.			
6.			
7.			

C. Student's and Spouse's Untaxed Income Information

List amount received as untaxed income during the 2010 calendar year. **List zero (0) if none received.**

SOURCE	2010 TOTAL AMOUNT
Child Support received for all children	\$
Payments to tax-deferred savings (401(k) and 403(b) plans)	\$
Other untaxed income	\$

FOR OFFICE USE ONLY

Date Received

Initials

D. Student's Tax Forms and Income Information

- Check and attach signed 2010 Federal tax return and schedules – if you filed a tax return. This includes 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 the tax return, request one from the Internal Revenue Service at 1-800-829-1040.
- Check here if you will not file and are not required to file a 2010 U.S. income tax return.

Income earned from work: Use the W-2 or other earnings statements. You must complete this section if a tax return will not be filed. If earnings are not U.S. dollars, please convert to U.S. dollars.

EMPLOYER(S)	2010 AMOUNT EARNED
	\$
	\$

E. Spouse's Tax Forms and Income Information

- Check and attach signed 2010 Federal tax return and schedules – if your spouse filed a tax return. This includes 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 the tax return, request one from the Internal Revenue Service at 1-800-829-1040.
- Check here if your spouse will not file and is not required to file a 2010 U.S. income tax return.

Income earned from work: Use the W-2 or other earnings statements. Your spouse must complete this section if a tax return will not be filed. If earnings are not U.S. dollars, please convert to U.S. dollars.

EMPLOYER(S)	2010 AMOUNT EARNED
	\$
	\$

F. 2010 Expenses - If you (and your spouse's) 2010 income was less than \$6,000, and you have at least two people in your household, you must complete this section. If your expenses were shared or paid by someone else, calculate the amounts with his or her help. Zero (0) is not an acceptable answer.

Did you and your spouse live with friends or family that provided room and board? Yes No

What were your 2010 **monthly** expenses for rent/mortgage, food, and utilities? \$ _____ per month

What were your 2010 **monthly** expenses for transportation (include car payment) medical, insurance, personal, and entertainment? \$ _____ per month

Please attach another sheet of paper if additional information is needed.

Please checkmark if you (or your spouse) receives food stamps subsidized housing TANF social security benefits

G. Sign this worksheet

By signing this worksheet, I (we) certify that all the information reported to qualify for Federal student aid 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's Signature

Date

Spouse's Signature

Date

H. Complete and return this form with appropriate Federal tax returns within three weeks of receipt of this notice so that we can continue processing your file. Failure to do so will delay processing of your financial aid application.