



BOWLING GREEN STATE UNIVERSITY

Student Financial Aid

DEPENDENT Verification Worksheet 2009-2010

Your application was selected for a review in a process called "Verification". In this process, Student Financial Aid will be comparing information from your application with signed copies of your and your parent(s)' 2008 Federal tax forms, or with W-2 forms or other financial documents.

To avoid unnecessary processing delays complete this verification form and submit it to Student Financial Aid as soon as possible. If you have questions while completing this form please call our office at 419-372-2651, Monday - Friday from 8:00 am - 5:00 pm, where financial aid advisors are available to assist you.

What you should do:

- 1. Collect your and your parent(s)' financial documents (signed Federal income tax forms, W-2 forms, etc.).
2. Complete and sign this worksheet - you and at least one parent.
3. Submit this completed worksheet, tax forms, and any other documents your school requests to Student Financial Aid.
4. A financial aid administrator will compare information on this worksheet and any supporting documents with the information you submitted on your application and make corrections electronically if necessary.
5. If further documentation is required after reviewing the worksheet and tax documents notification will be sent to your BGSU email.

Summer semester due date: July 10, 2009
Fall semester due date: November 20, 2009
Spring semester due date: April 9, 2010

A. Student Information

Form with fields for Last name, First name, M.I., BGSU ID Number, Address, Phone number, City, State, Zip Code, and BGSU e-mail address.

B. Family Information

List the people in your parent(s)' household, including:

- yourself and your parent(s) (including stepparents) even if you don't live with your parents, and
• your parents' other children, even if they don't live with your parent(s), if (a) your parents will provide more than half of their support from July 1, 2009 through June 30, 2010, or (b) the children would be required to provide parental information when applying for Federal Student Aid, and
• other people if they now live with your parent(s), and your parents 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 spaces 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.

Table with 4 columns: Full Name, Age, Relationship to BGSU Student, College Attending. Includes example entry for Missy Jones.

**C. Student's Tax Forms and Income Information**

**Dependent**

1. Check only one box below. Tax returns include the 2008 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 an Internal Revenue Service form listing tax account information. All tax documents must be signed and dated by you.

- Check here if you are attaching a signed copy of your tax return.
- Check here if you will not file and are not required to file a 2008 U. S. Income Tax Return.

2. Funds received for child support and other untaxed income

Sources of Untaxed Income	2008 Amount	Other Sources of Untaxed Income	2008 Amount
a. Child Support	\$	d.	\$
b. Workman's Compensation	\$	e.	\$
c. Untaxed Pensions	\$	f.	\$

3. If you did not file and are not required to file a 2008 Federal income tax return, list below your employer(s) and any income received in 2008 (use the W-2 form or other earnings statements if available.)

Sources	2008 Income
	\$
	\$
	\$

**D. Parent(s)' Tax Forms and Income Information**

1. Check only one box below. Tax returns include the 2008 IRS Form 1040, 1040A, 1040EZ, a tax return from Puerto Rico or a foreign income tax return. If your parent(s) did not keep a copy of their tax return, a copy should be requested from their tax preparer or they can request an Internal Revenue Service form listing tax account information. All tax documents must be signed and dated by one parent.

- Check here if you are attaching a signed copy of your parents' tax return(s).
- Check here if your parent(s) will not file and are not required to file a 2008 U. S. Income Tax Return.

2. Funds received for child support and other untaxed income

Sources of Untaxed Income	2008 Amount	Other Sources of Untaxed Income	2008 Amount
a. Child Support	\$	d.	\$
b. Workman's Compensation	\$	e.	\$
c. Untaxed Pensions	\$	f.	\$

3. If your parent(s) did not file and are not required to file a 2008 Federal income tax return, list below your parent(s)' employer(s) and any income they received in 2008 (use the W-2 form or other earnings statements if available).

Sources	2008 Income
	\$
	\$
	\$

**E. Student's Additional Financial Information** (Enter the amounts for you.)**Dependent**

Education credits (Hope and Lifetime Learning tax credits) from IRS Form 1040 – line 50 or 1040A – line 31.	\$
Taxable earnings from need-based employment programs, such as Federal Work Study.	\$
Student grant and scholarship aid reported to the IRS in your adjusted gross income. Includes AmeriCorps benefits (awards, living allowances and interest accrual payments).	\$

**Answer the follow questions by checking the appropriate box:**

Do you own or control more than 50 percent of a small business?  Yes  No  
 Does the business have 100 or fewer full-time or full-time equivalent employees?  Yes  No

**F. Parents' Additional Financial Information** (Enter the amounts for your parent[s].)

Education credits (Hope and Lifetime Learning tax credits) from IRS form 1040 – line 50 or 1040A – line 31.	\$
Child support paid because of divorce or separation or as a result of a legal requirement. Don't include support for children in your parents' household, as reported in question 75 on the FAFSA.	\$
Your parents' taxable earnings from need-based employment programs, such as Federal Work Study and need-based employment portions of fellowships and assistantships.	\$
Student grant and scholarship aid reported to the IRS in your parents' adjusted gross income. Includes AmeriCorps benefits (awards, living allowances ad interest accrual payments), as well as grant and scholarship portions of fellowships and assistantships.	\$
Combat pay or special combat pay. Only enter the amount that was taxable and included in your parents' adjusted gross income. Do not enter untaxed combat pay reported on the W-2 (Box 12, Code Q).	\$

**Answer the following questions about your parent(s) by checking the appropriate box:**

Do your parent(s) own or control more than 50 percent of a small business?  Yes  No  
 Does the business have 100 or fewer full-time or full-time equivalent employees?  Yes  No

**G. Sign this Worksheet**

Each person signing this form certifies that all the information reported on it is complete and correct. The student and at least one parent must provide a signature and date.

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

\_\_\_\_\_  
Student Date

\_\_\_\_\_  
Parent Date

**Mail this worksheet to:**

Bowling Green State University, Student Financial Aid, 231 Administration Building, Bowling Green, Ohio 43403-0114

Faxed copies are accepted and may be faxed to 419-372-0404.

If you need assistance completing this form you may contact a financial aid advisor by calling 419-372-2651, M-F, 8:00 am – 5:00 pm.