



BOWLING GREEN STATE UNIVERSITY

Student Financial Aid

# INDEPENDENT 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 spouse's if you are married) 2008 Federal tax forms, or with W-2 forms or other financial documents. The law says we have the right to ask you for this information before awarding Federal aid, or anytime clarification of application information is sought. If there are differences between your application information and your financial documents, Student Financial Aid may need to make corrections electronically and will do so.

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 spouse's) financial documents (signed Federal income tax forms, W-2 forms, etc.).
2. Complete and sign this worksheet.
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

_____	_____	_____	_____
Last name	First name	M.I.	BGSU ID Number
_____			_____
Address (include apt. no.)			Phone number (include area code)
_____	_____	_____	_____
City	State	Zip Code	BGSU e-mail address

### 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 spaces below. Also write in the name of the college for any household member 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	Age	Relationship to BGSU Student	College Attending
<i>Kate Jones</i> (example)	16	<i>wife</i>	<i>City University</i>
		Self	

**C. Student's Tax Forms and Income Information (all applicants)**

**Independent**

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.)

Source	2008 Income
	\$
	\$
	\$

**D. Spouse's Tax Forms and Income Information (if student is married)**

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 spouse did not keep a copy of their tax return, a copy should be requested from your tax preparer, or request an Internal Revenue Service form listing tax account information. If you and your spouse filed separate returns, each return must be signed respectively.

- Check here if you are attaching a signed copy of your and your spouse's joint tax return(s).
- Check here and attach spouse's signed tax return if your spouse filed a separate return.
- Check here if your spouse will not file and is 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 spouse did not file and is not required to file a 2008 Federal income tax return, list below your spouse's employer(s) and any income received in 2008 (use the W-2 form or other earnings statements if available).

Sources	2008 Income
	\$
	\$
	\$

**E. Student's 2008 Additional Financial Information (Include amounts for your spouse if married.)****Independent**

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 household, as reported in question 96 on the FAFSA.	\$
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 adjusted gross income. Includes AmeriCorps benefits (awards, living allowances and 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 adjusted gross income. Do not enter untaxed combat pay reported on the W-2 (Box 12, Code Q).	\$

**Answer the following questions about you, and your spouse if married, by checking the appropriate box:**

- Do you, or your spouse if married, 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. Sign this Worksheet**

Each person signing this form certifies that all the information reported on it is complete and correct. If married, spouse's signature is optional.

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

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

\_\_\_\_\_  
Spouse 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.