



BOWLING GREEN STATE UNIVERSITY

Student Financial Aid

INDEPENDENT Verification Worksheet 2011-2012

Your application was selected for a review in a process called "Verification". During this process, Student Financial Aid (SFA) will compare information from your application with signed copies of your and your spouse's, if applicable, 2010 Federal tax forms, 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, SFA may need to make corrections electronically and will do so.

To avoid unnecessary processing delays, complete this worksheet and submit it to SFA as soon as possible. If you have questions while completing this worksheet 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 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 requested documents to SFA.

What we will do:

- 1. A financial aid professional will compare information on this worksheet and any supporting documents with the information you submitted on your application and make corrections electronically if necessary.
2. If further documentation is required after reviewing the worksheet and tax documents notification will be sent to your BGSU e-mail.

Summer semester due date: July 18, 2011
Fall semester due date: November 23, 2011
Spring semester due date: April 11, 2012.

A. STUDENT INFORMATION

Form with fields for 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 and your household, including:

- yourself and your spouse if you have one
• your children, if you will provide more than half of their support from July 1, 2011 through June 30, 2012, 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, 2011 through June 30, 2012.

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, 2011 and June 30, 2012, 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. Contains 5 empty rows for data entry.

C. STUDENT'S TAX FORMS AND INCOME INFORMATION (all applicants)

Independent

1. Check only one box 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 free tax transcript by calling the IRS at 1-800-829-1040. All tax documents must be signed and dated by you even if no signature and date line is provided.

- Check here if you will not file and are not required to file a 2010 U. S. Income Tax Return.
- Check here if you are attaching a signed copy of your tax return.

2. Funds received for child support and other untaxed income

Sources of Untaxed Income	2010 Amount		Other Sources of Untaxed Income	2010 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 2010 Federal income tax return, list below your employer(s) and any income received in 2010 (use the W-2 form or other earnings statements if available.)

Source	2010 Income
	\$
	\$
	\$

D. SPOUSE'S TAX FORMS AND INCOME INFORMATION (if student is married)

1. Check only one box 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 free tax transcript by calling the IRS at 1-800-829-1040. If you and your spouse filed separate returns, each return must be signed respectively. All tax documents must be signed and dated even if no signature and date line is provided.

- Check here if you will not file and are not required to file a 2010 U. S. Income Tax Return.
- Check here if your spouse will not file and is not required to file a 2010 U. S. Income Tax Return.
- 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.

2. Funds received for child support and other untaxed income.

Sources of Untaxed Income	2010 Amount		Other Sources of Untaxed Income	2010 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 2010 Federal income tax return, list below your spouse's employer(s) and any income received in 2010 (use the W-2 form or other earnings statements if available).

Sources	2010 Income
	\$
	\$
	\$

E. STUDENT'S ADDITIONAL FINANCIAL INFORMATION (Include amounts for your spouse if married.)

Education credits (Hope and Lifetime Learning tax credits) from IRS form 1040 – line 49 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 93 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.	\$
Earnings from work under a cooperative education program offered by a college	\$

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

In 2009, or 2010 did you, your spouse, or anyone else in your household receive benefits from any of the federal programs listed? Mark all the programs that apply. **Answering these questions will NOT reduce your eligibility for student aid for these other programs.**

Supplemental Security Income Food Stamps Free or Reduced Price Lunch Temporary Assistance for Need Families (TANF) Special Supplemental Nutrition Program for Women, Infants and Children (WIC)

As of today are you, or your spouse if you are married, a dislocated worker? Yes No

(A dislocated worker is receiving unemployment benefits due to being laid off or losing a job and is unlikely to return to a previous occupation; has been laid off or received a lay-off notice from a job; was self-employed but is now unemployed due to economic conditions or natural disaster; or is a displaced homemaker. A displaced homemaker is generally a person who previously provided unpaid services to the family, is no longer supported by her/his spouse, and is having trouble finding or upgrading employment.)

F. SIGN THIS WORKSHEET

Each person signing this form certifies that all the information reported 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

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.

Ask your questions online using our secure web portal at sfa.bgsu.edu/asksfa