



2009-2010 Verification Worksheet

Print Student's Name: _____ Student ID (SS# or UH ID): _____

Your application for federal financial aid was selected for review in a process called "verification." In this process, we will be comparing information from your application with signed copies of your 2008 Federal tax forms, and/or other financial documents. We are required by the Department of Education to ask you for this information before awarding your financial aid. If there are differences between the information reported on your FAFSA application and your financial documents, corrections will be made to your application and your information will be reprocessed.

You must complete and sign this worksheet and submit it along with any documents requested below. We cannot continue processing your financial aid application until verification has been completed. Therefore, please submit the required items as soon as possible, so that your financial aid won't be delayed.

A. STUDENT INFORMATION

Address (include apt. number)	Date of Birth
City	Phone Number (include area code)
State	Zip Code

B. HOUSEHOLD INFORMATION

DEPENDENT STUDENTS: List the people in your parents' household; include the following:

- yourself and your parent(s) (including stepparent) even if you don't live with your parents, and
- your parents' other children (even if they don't live with your parents), if (a) your parents 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 parents 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.

INDEPENDENT STUDENTS: List people in your household; include the following:

- yourself and your spouse (if married),
- your children, if you provide more than half of their support (even if they don't live with you) from July 1, 2009 through June 30, 2010, 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 to June 30, 2010.

Write the names of all family members (according to the instructions listed above). Also write in the name of the college for any family member, excluding your parent(s), who will be attending college 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	College
		Self	Kapiolani CC

C. TAXABLE INCOME / NON-TAX FILER SECTION

Student's (and Spouse's) Tax Forms and Income Information

1. Please check one of the following:

- Student's (and spouse) signed 2008 Federal Tax Return: IRS Form 1040, 1040A, 1040EZ, a tax return from Puerto Rico or a foreign income tax return. (Submit with this form*)
- You will not file and are not required to file a 2008 Federal Income Tax Return. (**Complete No. 2 below**)
- Your spouse (if married) will not and are not required to file a 2008 Federal Income Tax Return (**Complete No. 2 below**)

2. If you and your spouse (if married) did not file and are not required to file a 2008 Federal Tax Return, list below your employer(s) and any income received in 2008.

Sources	2008 Amount

Parent(s)' Tax Forms and Income Information (For Dependent Students)

1. Please check one of the following:

- Parents' signed 2008 Federal Tax Return : IRS Form 1040, 1040A, 1040EZ, a tax return from Puerto Rico or a foreign income tax return. (Submit with this form*)
- Parent(s) will not file and are not required to file a 2008 Federal Tax Return (**Complete No. 2 below**)

2. If your parent(s) did not file and are not required to file a 2008 Federal Tax Return, list below your parent(s)' employer(s) and any income received in 2008.

Sources	2008 Amount

* If you/your parent(s) did not keep a copy of your/their Federal Tax Return, request a copy from your tax preparer or from the Internal Revenue Service or request an Internal Revenue Services form that lists tax account information (1-800-829-1040).

D. ADDITIONAL FINANCIAL INFORMATION/UNTAXED INCOME SECTION

On your Free Application for Federal Student Aid (FAFSA), you/your parents reported amount(s) for the 2008 calendar year on Additional Financial Information/Untaxed Income Sections. Please complete the worksheet on below and continued on the following page to inform our office where the reported income comes from. **DO NOT LEAVE ANY BLANKS**, write "0" if zero.

Student/Spouse	2008 Additional Financial Information	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 (or your parents') household, as reported in question 96 (or question 75 for your parents)	\$



Student/Spouse	2008 Additional Financial Information (continued)	Parent(s)
\$	Taxable earnings from need-based employment programs, such as Federal Work Study and need-based employment portions of fellowships and assistantships	\$
\$	Grant and scholarship aid reported to the IRS in the adjusted gross income Includes AmeriCorps benefits (awards, living allowances and interest accrual payments), as well as grant and scholarship portions of fellowships and assistantship	\$
\$	Combat pay or special combat pay Only enter the amount that was taxable and included in the adjusted gross income. Do not enter untaxed combat pay reported on the W-2 (Box 12, Code Q)	\$
\$	TOTAL	TOTAL \$

Student/Spouse	2008 Untaxed Income	Parent(s)
\$	Payments to tax-deferred pension and savings plans (paid directly or withheld from earnings), including, but not limited to, amounts reported on the W-2 Form in Boxes 12a through 12d, codes D,E,F,G,H, and S	\$
\$	IRA deductions and payments to self-employed SEP, SIMPLE, and Keogh and other qualified plans from IRS Form 1040-total of lines 28+32 or 1040A-line 17	\$
\$	Child support received for all children Don't include foster care or adoption payments	\$
\$	Tax exempt interest income from IRS Form 1040—line 8b or 1040A-line 8b	\$
\$	Foreign income exclusion from IRS Form 2555-line 45 or 2555EZ-line 18	\$
\$	Untaxed portions of IRA distributions from IRS Form 1040-lines (15a minus 15b) or 1040A - lines (11a minus 11b) Exclude rollovers. If negative, enter a zero here.	\$
\$	Untaxed portions of pensions from IRS Form 1040-lines (16a minus 16b) or 1040A-lines (12a minus 12b) Exclude rollovers. If negative, enter zero here.	\$
\$	Housing, food, and other living allowances paid to members of the military, clergy, and others (including cash payments and cash value of benefits)	\$
\$	Veterans' non-education benefits such as Disability, Death Pension, or Dependency & Indemnity Compensation (DIC) and/or VA Educational Work-Study allowances	\$
\$	Other untaxed income not reported, such as workers' compensation, disability, etc. Don't include student aid, earned income credit, additional child tax credit, welfare payments, untaxed Social Security benefits, Supplemental Security Income, Workforce Investment Act, educational benefits, combat pay, benefits from flexible spending arrangements (e.g., cafeteria plans), foreign income exclusion or credit for federal tax on special fuels	\$
\$	Money received , or paid on your behalf (e.g., bills), not reported elsewhere on this form	XXXXX
\$	TOTAL	TOTAL \$

I/We certify that the information provided above is true, complete, and correct to the best of my/our knowledge. I/we understand that any false statement or misrepresentation may be a cause for denial, reduction, or repayment of my financial aid.

Student's Signature _____

Date _____

Parent's Signature _____

Date _____

(For dependent students)