

2010-2011 Verification Worksheet

INDEPENDENT STUDENT

Federal Student Aid Programs

I

Your application was selected for review in a process called verification. In this process, RCTC will be comparing information from your application with signed copies of your (and your spouse's, if you are married) 2009 Federal tax forms, W-2 forms and other financial documents. The law states we are required to review this information prior to awarding Federal Aid (CF Title 34, Part 668).

If there are differences between your application information and your financial documents, RCTC will send corrections electronically, if possible.

Please complete this Verification Worksheet and submit it to the RCTC Financial Aid Office as soon as possible. In addition to this form, please pay special attention to the documentation required on the reverse side. You may contact us at (507) 285-7271 if you need assistance or have questions.

What you should do

1. Collect your (and your spouse's) financial documents (signed 2009 Federal income tax forms, W-2 forms, etc.).
2. Talk to the financial aid staff at RCTC if you have questions about completing this worksheet.
3. Fill in and sign the worksheet.
4. Take the completed worksheet, tax forms, and any other documents RCTC has requested to the Financial Aid Office.
5. A financial aid advisor will compare information on the documents. You will be contacted if corrections are necessary.

A. Student Information

Last Name	First Name	M.I.	Stinger ID	Social Security Number
Address			Date of Birth	
City	State	Zip Code		Phone No. (Include Area Code)

B. Family Information

List the people that you (and your spouse) will support between July 1, 2010 and June 30, 2011. **Always include:**

- Yourself
- Your spouse
- Your dependent children (if you provide more than half their support)

Include other people as part of your family only if:

1. They lived with you and received more than half of their support from you at the time of your aid application
- AND**
2. They will continue to get more than half their support from you between July 1, 2010 and June 30, 2011.

Write in the names of all family members, including yourself. Write in the name of the college for any family member who will be attending college at least half-time between July 1, 2010 and June 30, 2011, and will be enrolled in a degree program. If you need more space, attach a separate page.

FULL NAME	AGE	RELATIONSHIP	COLLEGE FOR 2010-2011
		STUDENT	Rochester Community and Technical College

C. Income Information

Independent

STUDENT (AND SPOUSE, IF MARRIED):

Please complete the following worksheet and attach documentation for each item as requested. You must also attach a **signed** copy of the 2009 U.S. Federal Tax Return for yourself (and your spouse, if married) along with the corresponding W-2 Forms*. If you (and your spouse, if married) will not and are not required to file a 2009 Tax Return, please check the appropriate statement(s) below:

- By checking this box, I/we certify that I/we are not required to file a U.S. Federal Income Tax Return. (Attach copies of W-2s for any jobs held in 2009.) If you or your spouse did not work in 2009, please check the appropriate box below.
- Student: I did not work in 2009 and do not have any W-2s. Spouse: I did not work in 2009 and do not have any W-2s.

* If you do not have a copy of your 2009 Federal Tax Return (Form 1040, Form 1040A, or Form 1040EZ), please contact the Financial Aid Office for assistance. If you do not have copies of your W-2s, contact your employer(s) for a duplicate copy. You may also contact the IRS at 1-800-829-1040 to request a tax transcript

IF THE AMOUNT IS ZERO, PLEASE ENTER \$0.00. NO SECTION SHOULD BE LEFT BLANK.

PROVIDE INFORMATION FOR STUDENT and SPOUSE, IF MARRIED

\$	Child support <i>paid</i>. Don't include support for children who are included in your parents' household size. A SIGNED THIRD PARTY STATEMENT, CONFIRMING THE TOTAL AMOUNT OF SUPPORT PAID DURING 2009, IS REQUIRED. THIS STATEMENT SHOULD ALSO LIST THE NAME(S) OF THE CHILD(REN) FOR WHOM THE SUPPORT WAS PAID.**
\$	Student grant, need-based work study, scholarship, fellowship, or assistanceship aid, including AmeriCorps awards, which was reported to the IRS in your (or your parents') adjusted gross income.
\$	Earnings from work under a cooperative education program offered by a college.
\$	Non-taxable combat pay. Tax Filers Only: Only report combat pay if included in Adjusted Gross Income.
\$	Child support <i>received</i> for all children. Don't include foster care or adoption payments. ATTACH A SIGNED THIRD PARTY STATEMENT CONFIRMING THE TOTAL AMOUNT OF SUPPORT RECEIVED IN 2009. STATEMENT SHOULD ALSO LIST THE NAME(S) OF THE CHILD(REN) FOR WHOM THE SUPPORT WAS RECEIVED.**
\$	Housing, food and other living allowances paid to members of the military, clergy, and others (including cash payments and cash value of benefits). Do not include value of on-base housing or basic military housing allowance.
\$	Veterans noneducation benefits such as Disability, Death Pension or Dependency & Indemnity Compensation (DIC) and/or VA Educational Work-Study allowances. A SIGNED YEAR END STATEMENT SHOWING THE AMOUNT OF BENEFITS YOU RECEIVED IS REQUIRED.**
\$	Any other untaxed income/benefits not reported elsewhere, such as worker's compensation, disability, etc. DO NOT INCLUDE student aid, earned income credit, additional child tax credit, welfare benefits, untaxed Social Security Benefits, SSI, Workforce Investment Act benefits, combat pay, benefits from flexible spending arrangements (e.g., cafeteria plans), foreign income exclusion or credit for federal tax on special fuels. A SIGNED YEAR END STATEMENT SHOWING THE AMOUNT YOU RECEIVED IS REQUIRED.**
\$	Money <i>received</i>, or any money paid on your behalf (e.g. bills), not reported elsewhere on this form.

**NOTE: All documentation must be signed and also list the student's social security number or student ID number.

D. Sign this Worksheet

By signing this worksheet, I/we certify that all 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, be sentenced to jail or both.

Student

Date

Spouse (Optional)

Date

Return this form along with copies of your (and your spouse's) 2009 Federal Tax Return and W-2's to:
Rochester Community and Technical College, 851 30th Avenue SE, Rochester, MN 55904-4999