

# BELHAVEN COLLEGE

## 2009-2010 Dependent Verification Worksheet Federal Student Aid Programs

Your application for federal aid was selected by the Department of Education for review in a process called "Verification." In this process, Belhaven College will compare information from your federal aid application with signed copies of your and your parent(s)' 2008 federal tax forms and/or other requested financial documents. Federal regulations require this documentation prior to awarding Federal financial assistance.

**What you should do:**

1. Complete and sign the worksheet – you and at least one parent.
2. Submit the completed worksheet, requested federal tax forms, and any other requested financial documents to the Belhaven Student Financial Planning Office
3. The Student Financial Planning Office will compare information on this worksheet and any supporting documents with the information you submitted on your application and make any necessary corrections. We may contact you as well to make corrections. Complete this verification form and submit it to the Belhaven College Office of Student Financial Planning as soon as possible, so that your financial aid won't be delayed. The Student Financial Planning Counselors at Belhaven are happy to provide assistance, should you require it.

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### A. Student Information

_____ Last Name	_____ First Name	_____ MI	_____ Social Security Number
_____ Address (include apt. no.)			_____ Date of Birth
_____ City	_____ State	_____ Zip Code	_____ Phone number (include area code)

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### B. Family Information

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

- Yourself and your parent(s) (including stepparent) even if you don't live with your parents;
- Your parents' other children, even if they don't live with your parent(s), if (a) your parents will provide more than half 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 their support and will continue to provide more than half 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.

<b>Name:</b>	<b>Age:</b>	<b>Relationship:</b>	<b>College/University:</b>
_____	_____	<u>Self</u>	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

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

Check only one line 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 that lists tax account information.

- Check here if you are attaching a signed copy of your tax return
- Check here if a signed tax return will be submitted to Belhaven by \_\_\_\_\_ (date).
- Check here if you will not file and are not required to file a 2008 U.S. Income Tax Return

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

Check only one line 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, request a copy from their tax preparer or request an Internal Revenue Service form that lists tax account information.

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

**E. Untaxed Income and Benefits**

Please review each of the following items carefully. If you or your parent(s) received income from any of the listed sources, enter the yearly amount in the appropriate line.

Did you or your parent(s) receive:

- 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 forms in Boxes 12a – 12d, codes D, E, F, G, H, and S
- Child Support received for all children
- Housing, food, and other living allowances paid to members of the military, clergy, and others (including cash payments and cash value of benefits)
- Veterans' noneducation benefits such as Disability, Death Pension, or Dependency and Indemnity Compensation (DIC), and/or VA Educational Work-Study allowances
- Other untaxed income not reported elsewhere:  
Source: \_\_\_\_\_  
(Do not 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, foreign income exclusion, or credit for federal tax on special fuels)
- Money received or paid on your behalf, not reported elsewhere on this form

Student Amount	Parent Amount
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	XXXXXXXXXX

**F. Sign this worksheet**

Each person signing this worksheet certifies that all the information reported on it is complete and correct. The student and at least one parent must sign.

**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

**Do not send this worksheet to the Department of Education. Submit this worksheet and supporting financial documents to the Belhaven College Student Financial Planning Office. Please make sure all your tax forms are signed.**

Belhaven College Office of Student Financial Planning  
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Jackson, MS 39202  
Fax: 601-353-0701  
Email: [studentaid@belhaven.edu](mailto:studentaid@belhaven.edu)  
Phone: 601-968-5933 or 1-800-960-5940 x8220