

**2009-2010
VERIFICATION WORKSHEET**

WHAT YOU SHOULD DO:

1. Collect all financial documents (signed Federal income tax forms, W-2 forms, etc.).
 2. Fill in and sign this worksheet.
 3. The Office of Student Financial Assistance must keep **SIGNED** copies of your and/or your parents' 2008 tax returns. Please sign and attach copies when turning in this worksheet to your financial aid administrator.
 - If there are differences between your application information and your financial documents, corrections may need to be sent in to have your information reprocessed. In this case, a new ISIR will be sent to you from the Processing Center.
- The Law states your school must review the requested information under the financial aid program rules (CFR Title 34, Part 668).*

A. Student Information

Name: _____ Social Security Number: _____

Date of Birth: _____

Address: _____ City: _____

State & Zip: _____ Phone No.: _____

B. Family Information

List the people in your/your parents' (if dependent) household, including:

- *yourself (spouse if married)/parents, if dependent, (including stepparent) even if you don't live with your parents, and
- *your/your parents' children if providing more than half of their support from July 1, 2009 through June 30, 2010 or the children will be required to provide parental information when applying for Federal Student Aid, and
- *other dependents if they now live with you/your parents and more than half of their support is provided from July 1, 2009 through June 20, 2010.

Please complete all sections below.

Full Name	Age	Relationship to Student	College**
		Student	

*Will be attending at least half-time between July 1, 2009 and June 30, 2010 and enrolled in a degree or certificate program.

C. Student(Spouse) Tax Forms and Income Information

1. Check one box only. 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 the tax return, request a copy from the Internal Revenue Service (1-800-829-0922) or your tax preparer. If you have filed an extension, you must wait to complete this process until you file your 2008 taxes.

- Check and attach signed tax return.
- Check here if you/your spouse will not file and are not required to file a 2008 U.S. Income Tax Return.

- ☞ Did you/your spouse receive Child support in 2008? Yes No If yes, amount \$_____00
- ☞ Did you/your spouse receive Workman's Compensation? Yes No If yes, amount \$_____00
- ☞ Did you/your spouse receive Untaxed Pensions? Yes No If yes, amount \$_____00
- ☞ Did you/your spouse receive any other source of untaxed Income in 2008? Yes No If yes, amount \$_____00
*if Yes, source _____

If you/your spouse 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 w2 form or other earnings statement if available).

SOURCES	2008 INCOME

D. Parent's Tax Forms and Income Information (if student is dependent)

1. Check one box only. 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 the tax return, request a copy from the Internal Revenue Service (1-800-829-0922) or your tax preparer. If you have filed an extension, you must wait to complete this process until you file your 2008 taxes.

- Check and attach signed tax return.
- Check here if you, the parent, will not file and are not required to file a 2008 U.S. Income Tax Return.

- ☞ Did you, the parent, receive Child support in 2008? Yes No If yes, amount \$_____00
- ☞ Did you, the parent, receive Workman's Compensation? Yes No If yes, amount \$_____00
- ☞ Did you, the parent, receive Untaxed Pensions? Yes No If yes, amount \$_____00
- ☞ Did you, the parent, receive any other source of untaxed Income in 2008? Yes No If yes, amount \$_____00
*if Yes, source _____

If you, the parent, 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 w2 form or other earnings statement if available).

SOURCES	2008 INCOME

E. Sign this Worksheet

By signing this worksheet, I(we) certify that all the information reported to qualify for Federal Student Aid is complete and correct. If dependent, a parent must sign.

STUDENT: _____ DATE: _____ WARNING: If you purposely give false or misleading information on this Worksheet, you may be fined, be sentenced to jail or both.

PARENT: _____ DATE: _____

Please submit these forms to NKU by mail, fax (859) 572-6997 or in person. Be sure that your tax returns or transcripts are signed before submitting.