

Wayne Community College

2011-2012 Institutional Verification Worksheet

Your 2011-2012 FAFSA has been selected for review in a process called "Verification." In this process, WCC is required to compare the information from your financial aid application with signed copies of your (and your spouse's OR parents) 2010 Federal tax forms, W2's and/or other financial documents. WCC reserves the right to request and review this information as stated under the U.S. Department of Education Financial Aid Program Rules (34 CFR, Part 668). **Your request for financial aid will not be processed until the verification process is complete. You must submit all requested documentation.**

WHAT YOU SHOULD DO:

1. Collect your (and your spouse's OR parents) 2010 financial documents (Federal tax returns, W2's, 1099's, and any supporting schedules or forms)
2. Complete and sign this worksheet--you and at least one parent (if you are a dependent student)
3. Submit the completed worksheet, tax forms, supporting documentation of all non-taxable income, and any other requested documents to the Financial Aid Office
4. Your financial aid advisor will compare information from this worksheet and the supporting documentation with the information submitted on your FAFSA. Corrections will be made electronically if necessary.

A. Student Information

Last Name	First Name	M.I.	Student ID or SSN
Address (include apt. #)			Date of Birth
City	State	Zip Code	Phone # (include area code)

B. Family Information *(Please read carefully before completing the family information)*

- Dependent Students:** List the people in your parent's household, including:
- ♦ 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 parent(s), *if your parents will provide more than half of their support from July 1, 2011 through June 30, 2012* OR the children would be required to provide parental information when applying for Federal Student Aid
 - ♦ 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 of their support from July 1, 2011 through June 30, 2012 *(documentation may be required)*

- Independent Students:** List the people in your household, including:
- ♦ yourself, and your spouse (if married)
 - ♦ 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
 - ♦ 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*. (documentation may be required)

Write the names of all household members. 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, 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.

Full Name	Age	Relationship	College
Example: <i>Martha Jones</i>	24	Wife	NC State
		Self	Wayne Community College

C. Tax Forms and Income Information *(check all that apply)*

*All tax filers must submit a signed copy of the 2010 IRS Form 1040, 1040A, or 1040EZ, a tax return from Puerto Rico or a foreign income tax return and any supporting schedules or forms. If you did not keep a copy of your return, you may
 1) Contact your tax preparer for a duplicate OR 2) request a tax transcript from the IRS by calling 1-800-829-1040.

Dependent Students

- I (student) am attaching a signed copy of my 2010 federal tax return and W2's, 1099's, etc.
- I (student) **did not and was not required** to file a 2010 federal tax return
- My parent(s) are attaching a signed copy of their 2010 federal tax return and W2's, 1099's, etc.
- My parent(s) **did not and were not required** to file a 2010 tax return

If you (or your parents) worked, but were not required to file a 2010 federal tax return, list any employer(s) and income received in 2010: *(attach all W2's or other earnings statements)*

Independent Students

- I (student) am attaching a signed copy of my 2010 federal tax return and W2's, 1099's, etc.
- I (student) **did not and was not required** to file a 2010 federal tax return
- My spouse (if married) is attaching a signed copy of his/her 2010 federal tax return and W2's, 1099's, etc.
- My spouse (if married) **did not and was not required** to file a 2010 federal tax return

If you (or your spouse) worked, but were not required to file a 2010 federal tax return, list any employer(s) and income received in 2010: *(attach all W2's or other earnings statements)*

Employer	Amount Earned	Who Earned this Income

D. Additional Financial Information *(list combined annual totals for student and spouse or parents)*
(DO NOT LEAVE BLANKS-if the item does not apply, enter -0-)

Student/Spouse (FAFSA Qu. 43)		Parents (FAFSA Qu. 91)
\$	a) Education credits from IRS Form 1040-line 49 or Form 1040A-line 31	\$
\$	b) Child support paid because of divorce or separation or as a result of a legal requirement. Do not include support for children in your household	\$
\$	c) Taxable earnings from need-based employment programs <i>(i.e. Federal Work-Study and need based employment portions of fellowships and assistantships)</i>	\$
\$	d) Taxable 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	\$
\$	e) 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.	\$
\$	f) Earnings from work under a cooperative education program offered by a college	\$
\$	Total	Total \$

Name: _____

Student ID/SSN: _____

E. 2010 Untaxed Income *(list combined annual totals for student and spouse or parents)*
(DO NOT LEAVE BLANKS-if the item does not apply, enter -0-)

Student/Spouse (FAFSA Qu. 44)	Parents (FAFSA Qu. 92)
a) Payments to tax-deferred pension and savings plans <i>(paid directly or withheld from earnings)</i> , including, but not limited to, amounts reported on the W-2 forms in Boxes 12a through 12d, codes D, E, F, G, H and S.	
\$ _____	\$ _____
b) IRA deductions and payments to self-employed SEP, SIMPLE, Keogh and other qualified plans from IRS Form 1040-line 28 + 32 OR Form 1040A-line 17.	
\$ _____	\$ _____
c) Child support received for any of your children. Do not include foster care or adoption payments.	
\$ _____	\$ _____
d) Tax exempt interest income from IRS Form 1040-line 8b OR Form 1040A-line 8b	
\$ _____	\$ _____
e) Untaxed portions of IRA distributions from IRS Form 1040-lines (15a minus 15b) OR Form 1040A-lines (11a minus 11b). Do not include rollovers. If negative, enter -0-	
\$ _____	\$ _____
f) Untaxed portions of pensions from IRS Form 1040—lines (16a minus 16b) OR Form 1040A—lines (12a minus 12b). Do not include rollovers. If negative, enter -0-	
\$ _____	\$ _____
g) Housing, food and other living allowances paid to members of the military, clergy and others (including BAS, cash payments and cash value of benefits). Do not include the value of on-base military housing or the value of a basic military allowance for housing (BAH)	
\$ _____	\$ _____
h) Veterans noneducation benefits, such as Disability, Death Pension, or Dependency & Indemnity Compensation (DIC) and/or VA Educational Work-Study allowances	
\$ _____	\$ _____
i) Other untaxed income not reported elsewhere such as Worker’s Compensation, disability, etc. Also include the first-time homebuyer tax credit from IRS Form 1040-line 67. Do not include student aid; earned income credit; additional child tax credit; welfare payments; untaxed Social Security benefits; SSI; WIA educational benefits; BAH; combat pay; benefits from flexible spending arrangements; foreign income exclusion or credit for federal tax on special fuels.	
\$ _____	\$ _____
j) Money received, or paid on your behalf (i.e. bills), not reported elsewhere on this form	
\$ _____	XXXXXXXXXXXX
Total	Total
\$ _____	\$ _____

F. Certification/Signatures

Each person signing this form certifies that all information reported is complete and accurate. For independent students, only the student signature is required. For dependents students, this form must be signed by the student and at least one parent.

⬠ **Warning: If you purposely provide false or misleading information on this worksheet, you may be fined, sentenced to jail, or both.**

Student Signature: _____

Date: _____

Parent Signature: _____

Date: _____

DO NOT MAIL THIS WORKSHEET TO THE U.S. DEPARTMENT OF EDUCATION

MAIL OR FAX COMPLETED FORM AND SUPPORTING DOCUMENTATION TO:

Wayne Community College
 Financial Aid Office
 PO Box 8002
 Goldsboro, NC 27533-8002
 Fax: 919-736-9425