



Verification Worksheet 2013-2014

Fully completed forms, including signatures, must be received by the following dates:

Fall 2013: May 15, 2013

Spring 2014: November 15, 2013

Forms received after the due date are considered late and may result in students not receiving full aid packages based on availability of funds.

A. Student Information:

Last Name	First Name	Middle	UMW Banner ID
Permanent Home Address (include Apt. number)			Date of Birth
City	State	Zip Code	Phone Number (Include Area Code)

B. Family Information: List the people in your household, including their names and ages. Also include 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, 2013 and June 30, 2014, enrolled in a degree, diploma, or certificate program. If you need more than the allotted space attach an additional page.

Check one of the following and provide the requested information.

- If you are a dependent student**, include:
 - Yourself.
 - Your parent(s) (including step-parent).
 - Your parent(s) other dependent children if (a) your parent(s) will provide more than half their support from July 1, 2013 through June 30, 2014, or (b) the children would be required to provide parental information when applying for Federal Student Aid.
 - Other people only if they now live in your parent(s) household and your parent(s) provide more than half of their support and will continue to provide more than half of their support from July 1, 2013 through June 30, 2014.

- If you are an independent student**, include:
 - Yourself.
 - Your spouse (if married).
 - You and/or your spouse's children if you will provide more than half of their support from July 1, 2013 through June 30, 2014.
 - Other people only if they live in your household and you provide more than half of their support and will continue to provide more than half of their support from July 1, 2013 through June 30, 2014.

Full Name	Age	Relationship to You	Name of College Attending

Continued on Reverse for Sections C, D, E, and F. Sections C, E, and F required. Section D required if student is dependent or married.

C. Student's Income Information

Check only one of the boxes below then submit the corresponding documents requested.	Submit the following documents:
<input type="checkbox"/> I filed or will file a 2012 Federal Income Tax Return.	Once tax returns are filed update FAFSA by using the IRS Data Retrieval option if eligible, OR send us your 2012 IRS Tax Return Transcript.*
<input type="checkbox"/> I worked but am not required to file a 2012 Federal Income Tax Return. Note: Student employment is work and a W-2 was sent to your permanent address.	2012 W-2 Form(s) or other earnings statement from your employer(s). <i>Misplaced W-2s can be requested through employers or the IRS.</i>
<input type="checkbox"/> I did not work and will not file a 2012 Federal Income Tax Return.	UMW's Low-Income Verification Form and Tax Transcript.

D. Parent (required if student is dependent) or Spouse (required if student is independent and married) Income Information

Check only one of the boxes below then submit the corresponding documents requested.	Submit the following documents:
<input type="checkbox"/> I filed or will file a 2012 Federal Income Tax Return.	Once tax returns are filed update FAFSA by using the IRS Data Retrieval option if eligible, OR send us your 2012 IRS Tax Return Transcript.*
<input type="checkbox"/> I worked but am not required to file a 2012 Federal Income Tax Return. Note: Student employment is work and a W-2 was sent to your permanent address.	2012 W-2 Form(s) or other earnings statement from your employer(s). <i>Misplaced W-2s can be requested through employers or the IRS.</i>
<input type="checkbox"/> I did not work and will not file a 2012 Federal Income Tax Return.	UMW's Low-Income Verification Form and Tax Transcript.

*You may request an IRS Tax Return Transcript by calling 800-829-1040 or complete Form 4506-T at www.irs.gov. If you filed electronically, the IRS will provide your information in 10-14 days; if you filed manually, it may take 4-6 weeks for your information to be processed for your IRS Tax Return Transcript or to upload the information to the FAFSA via the IRS Data Retrieval Tool.

E. Untaxed Income—Use a zero if you did not receive any of the following categories. *DO NOT LEAVE ANY BLANKS.*

Parent information not required for independent students. If student is independent indicate not applicable by using "N/A".

Student & Spouse (if married)	Calendar Year 2012 Use "0" or N/A if an item doesn't apply. LEAVING BLANKS WILL RESULT IN FOLLOW-UP REQUESTS AND DELAYED AWARDS	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	\$
\$	Child support you received for all children. Don't include foster care or adoption payments. Name of children: _____	\$
\$	Housing, food, and other living allowances paid to members of the military, clergy, and others (including cash payments and cash value of benefits). Don't include value of on-base military housing or of a basic military allowance for housing.	\$
\$	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 elsewhere (e.g., workers' compensation, disability income, first-time homebuyer tax credit). Don't include student aid, Workforce Investment Act educational benefits, earned income credit, child tax credit, welfare, Social Security, SSI, combat pay, on-base military housing or military housing allowance, foreign income exclusion, credit for federal tax on special fuels, or benefits from flexible spending arrangements, (e.g., cafeteria plans). State source(s):	\$
\$	Money received, or paid on your behalf (e.g., bills), not reported elsewhere on the form	\$
\$	Child support you paid because of divorce or separation or as a result of legal requirement. Don't include support for children in your or your parents' household. Name of child(ren) for whom child support was paid _____	\$
\$	Taxable earnings from need-based employment programs, such as Federal Work-Study and need-based employment portions of fellowships and assistantships	\$
\$	Student 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 or scholarship portions of fellowships and assistantships.	\$
\$	Combat pay or special combat pay that was taxable and included in adjusted gross income. Do not enter untaxed combat pay reported on the W-2.	\$
\$	Earnings from work under a cooperative education program offered by a college.	\$

F. Sign this worksheet—Each person signing this form certifies that all the information reported herein 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, sentenced to jail, or both.

Student's Signature

Date

Parent's Signature (if dependent)/Spouse (if married)

Date