

COMMUNITY COLLEGE SYSTEM OF NEW HAMPSHIRE
2009-2010 VERIFICATION WORKSHEET

Your application was selected for a process called "Verification." In this process, we will be comparing information from your Free Application for Federal Student Aid (FAFSA) with signed copies of 2008 Federal tax form(s) and W-2 form(s) from you and your parents (if applicable). If you filed as a Dependent student on the FAFSA, you and your parent(s) will need to complete this form. If you filed as an Independent student you, and your spouse if applicable, will need to complete this form. We will be unable to award financial aid until the verification process has been completed. Therefore, it is imperative that you submit all the requested documents (signed and completed) as soon as possible.

What You Should Do:

1. Collect your and your parent(s)' financial documents (signed 2008 Federal income tax returns, W-2 forms, etc.) If you do not have a copy of a necessary tax return, you may contact the IRS at 1-800-829-1040 and request a tax transcript.
2. Complete the worksheet. Answer all questions.
3. Sign and send the completed worksheet, tax forms, W-2 forms, and any other requested documents to the Financial Aid Office at your campus. If you need assistance, please contact your Financial Aid Office.

Section A: Student Information

Last Name	First Name	M.	Student Social Security Number (Will never be displayed or revealed)
Address (include Apt no.)			Date of Birth
City	State	Zip	Phone Number (include area code)

Are you a **RETURNING STUDENT** to this campus? YES NO

While attending college do you live: Off campus With parent On campus (NHTI students only)

Section B: Family Information

For **Dependent students**, list the *individuals who will live in your parent(s)' household* between July 1, 2009 and June 30, 2010. Include:

- 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 (a) your parents will provide more than half of 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 of their support and will continue to provide more than half of their support from July 1, 2009 through June 30, 2010.

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, 2009 and June 30, 2010 and will be enrolled in a degree or certificate program. If you need more space, please attach a separate page.

For **Independent students**, List the people in *your household*, including:

- yourself, and your spouse if you have one, and
- your children, if you will provide more than half of their support from July 1, 2009 through June 30, 2010, even if they do not live with you, and;
- 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, 2009 through June 30, 2010.

**Also write in the name of the college for any family member who will be attending college at least half time between July 1, 2009 and June 30, 2010 and will be enrolled in a degree or certificate program. If you need more space, please attach a separate page.

Full Name	Age	Relationship	College
		SELF	CCSNH

Section C: Student Tax Forms

- A. Check here and attach a **signed** copy of your 2008 Federal tax return, schedules, and W-2s forms
- B. Check here if you **will not** file and **are not required** to file a 2008 Federal tax return

If you checked Box B above, list your employer(s) and report any income from working in 2008 in the area below.

Employer Name	Dollar amount earned (from W-2)
	\$
	\$

Section D: Parent(s) Tax Forms

- A. Check here and attach a **signed** copy of your 2008 Federal tax return, schedules, and W-2 forms
- B. Check here if you **will not** file and **are not required** to file a 2008 Federal tax return

If you checked Box B above, list your employer(s) and report any income from working in 2008 in the area below.

Employer Name	Dollar amount earned (from W-2)
	\$
	\$

Section E: 2008 Other Income - Questions 46, 47, 94 & 95

Dependent students please complete the left column and have your parent(s) complete the right column. Independent students do not need to include your parents' information here. Please list your spouse's data in the right-hand column.

Student	Calendar Year 2008 Question 46 & 94	Parent(s)/Spouse
\$	Child support paid because of divorce or separation or as a result of a legal requirement. Don't include support for children in your (or your parents') household, as reported in question 96 (or question 75 for your parents).	\$
\$	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 (or your parents') 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. Only enter the amount that was taxable and included in your adjusted gross income. Do not enter untaxed combat pay reported on the W-2 (Box 12, Code Q).	\$
	Calendar Year 2008 Question 47 & 95	
\$	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 - 12d, codes D, E, F, G, H, & S.	\$
\$	Child Support received for all children. Don't include foster care or adoption payments.	\$
\$	Housing, food, and other living allowances paid to members of the military, clergy, and others (including cash payments and cash value of benefits).	\$
\$	Veterans' non-education benefits such as Disability, Death Pension, or Dependency & Indemnity Compensation and/or VA Educational Work-Study Allowances.	XXXXX
\$	Any other untaxed income or benefits such as workers' compensation, disability untaxed portions of railroad retirement benefits, Black Lung Benefits, etc. DON'T include student aid, Workforce Investment Act educational benefits, combat pay or benefits from flexible spending arrangements, (e.g., cafeteria plans), foreign income exclusion or credit for federal tax on special fuels.	\$
\$	Money received , or paid on your behalf (e.g. bills), not reported elsewhere on this form.	\$

Section F: Signatures Both the student and at least one parent must sign. **By signing this worksheet, I/we certify that all of the information reported to qualify for Federal student aid is complete and correct. If I receive financial aid based on false information, I will have to pay it back; I may also have to pay fines and fees.**

Student Signature

Date

Parent Signature

Date