

*Office of Financial Aid*

Your application was selected for review in a process called “verification.” Federal regulations require that the University of Indianapolis check the accuracy of the information you provided on your Free Application for Federal Student Aid (FAFSA). No further action can be taken on your request for financial aid including all federal, state, or need-based University funds. **We will not send an official award letter to you until we have received this Verification Worksheet and a copy of the required tax return(s) as noted below.** Some FAFSAs are selected for verification *after* an award letter is sent. Verification information still must be collected and corrections made to the FAFSA and/or awards.

If there are differences between your application information and the verification documents, the University will make the necessary corrections electronically and submit them to the Federal Processing Center. You will then receive a Student Aid Report Acknowledgement from the Federal Processing Center to inform you of the corrections we made. Your financial aid awards may be adjusted because of the corrections process.

What you should do:

- Review the entire form before providing the data requested.
- Do not leave items blank unless directed to do so. Report “zero” or “N/A” (not applicable) when appropriate.
- Complete the entire form.
- Sign the certification area
- Attach required tax returns
- Return it to the University of Indianapolis Office of Financial Aid

Student’s Name \_\_\_\_\_ Social Security # \_\_\_\_\_

Student’s Date of Birth \_\_\_\_\_ Student ID # \_\_\_\_\_

E-mail \_\_\_\_\_ Phone # \_\_\_\_\_

**SECTION A: Tell Us About Your Household Size**

List the people in your **household** and include:

- yourself (and your spouse, if you have one) and
- your children, if you (and your spouse) will provide for more than half of their support from July 1, 2009, through June 30, 2010, 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.

Write in the name of the college for any household 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, diploma, or certificate program.

Full Name	Age	Relationship to Student	Colleges
<b>Student</b>		_____	

## SECTION B: Report Student's Tax and Income Information (all applicants)

**Check one box only.**

- Check here if you **have completed** a federal income tax return for 2008. Submit a **signed** copy along with W-2s and all schedules with this verification worksheet to the Financial Aid Office. Do not send Form 8453, U.S. Individual Income Tax Declaration for Electronic Filing, or a state tax return.
- Check here if you **will not file and are not required to file** a federal income tax return for 2008 and **in Table 1 below, list your employer(s) and any income received in 2008.**

Table 1: Sources (Use the W-2 form or other earnings statements.)	Amount

## SECTION C: Report Spouse's Tax and Income Information (if student is married)

**Check one box only.**

- Check here if you and your spouse **have completed a joint federal income tax return** for 2008. Submit a **signed** copy to the Financial Aid Office.
- Check here if your spouse **has completed a separate federal income tax return** for 2008. Be sure to submit both your and your spouse's tax returns and W-2s and all schedules to the Financial Aid Office. Be sure to include student's name and Social Security number on the return.
- Check here if your spouse **will not file and is not required to file** a federal income tax return for 2008. **In Table 2 below, list his/her employer(s) and any income received in 2008, if applicable.**

Table 2: Sources (Use the W-2 form or other earnings statements.)	Amount

**SECTION D: Report Untaxed Income received by Student (and spouse) for calendar year 2008.**

- Do not leave any item blank.
- Report “zero” if appropriate.

DO NOT LEAVE BLANK

Student/Spouse	Report Annual Amounts for calendar year 2008
\$	Payments to tax-deferred pension and saving plans (paid directly or withheld from earnings), including amounts reported on the W-2 Form in Box 12a through 12d, codes D, E, F, G, H, and S
\$	IRA deductions and payments to self-employed SEP, SIMPLE, and Keogh and other qualified plans from IRS Form 1040-total of lines 28 plus line 32 or 1040A-line 17
\$	Child support received (not paid) for all children. Don't include foster care and adoption payments.
\$	Tax-exempt interest income from IRS Form 1040-line 8b or 1040A-line 8b
\$	Untaxed portions of IRA distribution from IRS Form 1040-lines (15a minus 15b) or 1040A-lines (11a minus 11b) excluding rollovers. If negative, enter a zero here.
\$	Untaxed portions of pensions from IRS Form 1040-lines (16a minus 16b) or 1040A-lines (12a minus 12b). Exclude rollovers. If negative, enter a zero here.
\$	Housing, food, and other living allowances paid to members of the military, clergy, and others (including cash payments and cash value of benefits) <b>If you were an RA, report amount received for room &amp; board for calendar year 2008</b>
\$	Veteran's 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 on Worksheets A and B, such as worker's compensation, untaxed portions of railroad retirement benefits, Black Lung Benefits, disability, etc. <b>Tax filers only: report combat pay not included in adjusted gross income.</b> Don't include student aid, Workforce Investment Act educational benefits, combat pay if you are not a tax filer, or benefits from flexible spending arrangements (e.g., cafeteria plans.)
\$	Money received, or paid on your behalf (e.g., bills) not reported elsewhere on this form

**SECTION E: Sign This Worksheet**

By signing this worksheet, I certify that all of the information reported on it is complete and correct.

(WARNING: If you purposely give false or misleading information on this worksheet, you may be fined \$20,000, be sentenced to jail, or both.)

\_\_\_\_\_  
Student's signature

\_\_\_\_\_  
Date

*Return this form along with signed copies of your (and your spouse's) 2008 federal tax returns to the Financial Aid Office, University of Indianapolis, 1400 East Hanna Avenue, Indianapolis, IN 46227, or fax to (317) 788-6136. Questions? Call (317) 788-3217 or 1-800-232-8634.*

*If the Financial Aid Office determines this form is incomplete, please indicate an address this form should be mailed to:*

\_\_\_\_\_

\_\_\_\_\_

*Mail this form to:*

UNIVERSITY *of*  
**INDIANAPOLIS**®

**Office of Financial Aid**

1400 East Hanna Avenue

Indianapolis, IN 46227-3697

(317) 788-3217

Fax: (317) 788-6136

<http://financialaid.uindy.edu>