



2007-2008 VERIFICATION WORKSHEET for Federal Student Aid Programs

Your application was selected by the U. S. Department of Education for review in a process called "Verification." In this process, Samford University will be comparing information from your 2007-2008 FAFSA with signed copies of your (and your spouse's, if you are married) 2006 Federal tax forms, W-2 forms, and this worksheet. If there are differences between your FAFSA information and your submitted financial documents, we will automatically send corrections electronically to the Department of Education, in order to have your information reprocessed. If changes are made, you will receive via mail/e-mail a new Student Aid Report (SAR) indicating these changes, which you should keep for your records; do not make further changes on the SAR (yellow pages) after verification is complete. It is important to complete verification as soon as possible, so that your financial aid will not be delayed.

SUBMIT THE FOLLOWING FOR YOU (& YOUR SPOUSE):

- 1. 2006 W-2 Forms (send copies only)
2. 2006 Federal Income Tax Return* Signed (send copies only)
3. 2007-2008 Verification Worksheet Signed and completed *1040, 1040A, or 1040EZ must be signed

We prefer you to MAIL your completed verification and tax forms to Samford University, Office of Financial Aid, 800 Lakeshore Drive, Birmingham, AL 35229. If you live overseas, you may FAX your completed verification and tax forms (front and back) to (205) 726-2738.

NOTE: We will notify you by mail once verification is complete.

I. STUDENT INFORMATION

Form with fields for Last Name, First Name, Middle Name, Social Security Number, SUID, Address, Date of Birth, City, State, Zip Code, Phone Number, and E-Mail Address.

II. FAMILY INFORMATION

Write the name, age, and relationship of the people in your household (see definition below). Also write the name of the college for any household member who will be attending college at least half-time between July 1, 2007 and June 30, 2008, and will be enrolled in a degree, diploma, or certificate program. If you need more space, attach a separate page.

Household includes the following:

- yourself, and your spouse if you have one, and
your children, if you will provide more than half of their support from July 1, 2007-June 30, 2008, 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, 2007-June 30, 2008.

Table with 4 columns: Full Name, Age, Relationship to Student, College Name. Row 1: self/student, Samford University.

III. ANSWER QUESTIONS #1-11. If not applicable, write n/a or \$0.

	STUDENT	SPOUSE (if married)
1. Are you filing or will you be filing a 2006 U.S. Income Tax Return*? (✓ Yes or No)	<input type="checkbox"/> yes <input type="checkbox"/> no	<input type="checkbox"/> yes <input type="checkbox"/> no
<small>* IRS Form 1040, 1040A, 1040EZ, Puerto Rica tax return, a foreign income tax return, or a RTFTP printout or Letter 1722 from the IRS office.</small>		
2. Welfare benefits, including (TANF). Do not include food stamps or subsidized housing	\$ _____	\$ _____
3. Social Security benefits received for all household members, that were not taxed (such as SSI).	\$ _____	\$ _____
Worksheet A TOTAL – Add amounts for questions 2 - 3.	→ \$ <u>_____</u>	\$ <u>_____</u>
4. Child support you received for all children. Do not include foster care or adoption payments.	\$ _____	\$ _____
5. Minister & military housing, food, cash payments, cash value of benefits, other living allowances, etc	\$ _____	\$ _____
6. Veterans noneducation benefits, such as Disability, Death Pension, DIC, or VA Educ Work-Study	\$ _____	\$ _____
7. Other <u>untaxed</u> income such as worker’s compensation, railroad retirement benefits, Black Lung Benefits, combat pay not included in AGI for tax filers only, disability, etc. Do not 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.	\$ _____	\$ _____
8. Money received, or paid on your behalf (ie, bills), not reported elsewhere on this form	\$ _____	\$ _____
Worksheet B TOTAL – Add amounts for questions 4 - 8.	→ \$ <u>_____</u>	\$ <u>_____</u>
9. Child support you paid because of divorce or separation. Do not include support for children living in your (or your spouse’s) household as listed in Section II of this Verification Worksheet	\$ _____	\$ _____
10. Federal Work-Study (taxable earnings taken from your 2006 W-2 Form)	\$ _____	\$ _____
Worksheet C TOTAL – Add amounts for questions 9 - 10.	→ \$ <u>_____</u>	\$ <u>_____</u>

If you filed a 1040 and it lists a profit or loss from a farm and/or business, you must answer the related question(s):

11. Farm Net Worth** – Do you live on and operate this farm? (✓ one & list value) <input type="checkbox"/> yes <input type="checkbox"/> no . . .	\$ _____	\$ _____
12. Business Net Worth** – Attach a copy of Schedule(s) C, C-EZ, and/or E if applicable.	\$ _____	\$ _____

**Net worth: current value (the market value as of the day you filed the FAFSA) minus debt (only those debts that are related to the farm/business).
 **Business and/or investment farm: include the market value of land, buildings, machinery, equipment, inventory, etc.; you may only include those debts for which the business or investment farm was used as collateral. Do not include a small business that you/your spouse own and control and that has less than 100 or fewer full-time or full-time equivalent employees.

IV. STUDENT/SPOUSE SIGNATURE(S)

By signing below, I (we) certify that all information reported is complete and correct. **Warning:** If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.

Note: Make sure this form and your tax returns are completed in full and SIGNED; all unsigned forms will be returned for completion, causing a delay in the awarding process. Please allow 5-10 days for processing. Once verification is complete, the student will be notified by mail, followed by a paper and/or electronic award letter detailing his/her financial aid and the actions that should be taken in order to accept the award package.

Student Signature: _____ Date: _____

Spouse Signature (optional): _____

Samford University must review the requested information under the financial aid program rules (34 CFR, Part 668). Federal regulations require that we ask you for this information and complete the verification process before awarding Federal aid.

*****MAKE SURE YOU’VE SIGNED YOUR TAX RETURN & THIS WORKSHEET *****