Bethel University
2011-12 Verification Worksheet

WHY YOU HAVE RECEIVED THIS FORM
Your application was selected for review in a process called "verification." In this verification process, we will be comparing information from your financial aid application with signed copies of your, your spouse's (if married), or your parents' (if you are dependent) 2010 federal tax forms, and other financial documents. Federal regulations require us to collect this information before disbursing federal aid. If there are differences between your application information and the verification documents, we will make the corrections and send the required changes electronically to the federal student aid processor to have your information reprocessed.

WHAT YOU SHOULD DO NOW
• Collect signed copies of your and your spouse's (if married) or your parents' (if you are dependent) 2010 federal tax forms. If you need to request a copy of your tax forms, call the IRS at 1-800-829-1040.
• Read instructions carefully and complete and sign the worksheet. If you are a dependent student, please make sure your parent also signs the worksheet. If you are married, please make sure your spouse also signs the worksheet.
– Dependent students: complete A, B, C, D, E, and F
– Independent students: complete A, B, C, E, and F
• Mail or fax the completed worksheet and any other documents that we have requested to the Financial Aid Office.

A. Student Information

Last Name: _____ First Name: _____ MI: _____

Address:_____ City: _____ State: _____ Zip: _____

Social Security #: _____ - _____ - _____ Date of Birth: _____ / _____ / _____ Home Phone: (_____)_____

Cell Phone: (_____)_____ Email: _____

B. Family Information

Please check the box that indicates your current status and list the people in your/your parents' household. List other people as part of your household only if they now live with you (if independent) or your parents (if dependent) **AND** you or your parents 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.

☐ **Dependent Student***
Please include:
• Yourself and your parents with whom you live, including stepparents
• Your parents' dependent children, if your parents will provide more than half of their support or if the children would be required to provide parent information applying for financial aid

**A student is considered dependent if he/she was required to provide parental data on the Free Application for Federal Student Aid (FAFSA).*

☐ **Independent Student****
Please include:
• Yourself and your spouse, if married
• Your dependent children, if you will provide more than half of their support

***A student is considered independent if he/she was not required to provide parental data on the Free Application for Federal Student Aid (FAFSA).*

Full Name	Age	Relationship	College
		Self	Bethel University

C. Student (and Spouse if married) Tax Forms and Income Information

Check one of the appropriate boxes below:

☐ I/we have enclosed the **SIGNED** tax forms *(Tax forms include the 2010 U.S. IRS Forms 1040, 1040A, 1040EZ, or foreign tax return.)*

☐ I/we certify that I/we did not file, will not, and am/are not required to file a 2010 U.S. Income Tax Return. You **MUST** list below your employer(s) and **any income** received in 2010. (Use the W-2 Form or other earning statements if available).

Source _____ **2010 Amount Earned $** _____

Source _____ **2010 Amount Earned $** _____

D. Parent(s)' Tax Forms and Income Information for Dependent Students

Check one of the appropriate boxes below:

☐ I/we have enclosed the **SIGNED** tax forms *(Tax forms include the 2010 U.S. IRS Forms 1040, 1040A, 1040EZ, or foreign tax return.)*

☐ I/we certify that I/we did not file, will not, and am/are not required to file a 2010 U.S. Income Tax Return. You **MUST** list below your employer(s) and **any income** received in 2010. (Use the W-2 Form or other earning statements if available).

Source _____ **2010 Amount Earned $** _____

Source _____ **2010 Amount Earned $** _____

E. Untaxed Income and Benefits

DO NOT LEAVE ANY SPACES BLANK. IF THE AMOUNT IS ZERO, PLEASE WRITE IN 0

Student/Spouse	Income Source	Parent(s)
$	Payments to tax-deferred pension and savings plans paid directly or withheld from earnings, including amounts reported on the W-2 form in boxes 12a through 12d, codes D, E, F, G, H, and S	$
$	Child support **received** for all children. Do not 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 (DIC) and/or VA Educational Work-Study allowances	$
$	Any other untaxed income and benefits not reported elsewhere on this worksheet such as workers' compensation, disability, etc. Do not include student aid, earned income credit, additional child tax credit, welfare payments, untaxed Social Security benefits, Supplemental Security Income,Workforce Investment Act education benefits, combat pay, benefits from flexible spending arrangements, foreign income exclusion or credit for federal tax on special fuels.	$
$	**Students**: Money received, or paid on your behalf (e.g., bills), not reported elsewhere on this form.	Does not apply

F. Sign This Worksheet

By signing this worksheet, I (we) certify that all of the information reported to qualify for federal financial aid is complete and correct. I understand that giving false or misleading information on this worksheet can result in a fine, jail sentence, or both.

AT LEAST ONE PARENT MUST SIGN THIS FORM IF STUDENT DEPENDENT. IF MARRIED, SPOUSE MUST SIGN.

Student Signature _____ **Date** _____ **Spouse Signature (if married)** _____ **Date** _____

Parent Signature (if dependent) _____ **Date** _____

Return the completed form and SIGNED tax forms to: Bethel University Financial Aid Office
325 Cherry Avenue
McKenzie, TN 38201

You may also fax the documents to: 731-352-3407