# 2013-14 Verification Worksheet – Dependent

KSC Financial Aid Office/ Federal Student Aid Programs

**D**

You have been selected for a process called verification. **Verification requires that you complete, sign, and return both sides of this worksheet and provide 2012 tax information for both the student applicant and his/her custodial parent(s) to the Financial Aid Office (FAO) within 30 days of your receipt of this request.** You will be notified in writing if additional information is required. **Please print**.

**SECTION A:**

**Student's Name** (Last, First, MI) _____ **Student ID #** _____

**Please Note:** The FAO is required to verify that the tax information on your FAFSA is accurate. For this process to be completed, you must either (1) use the IRS Data Retrieval Tool (DRT) online at www.FAFSA.ed.gov *without manually adjusting any tax data elements after the retrieval process* or (2) provide signed copies of your 2012 **Federal Tax Return Transcripts** which *you* must request directly from the IRS. Please complete a *Non-Tax-Filer Statement* if you did not, and were not required to, complete a 2012 U.S. Income Tax Return. These forms and more information about the DRT are available online at: www.keene.edu/admissions/aid > Resources

**SECTION B:**

Please list the people whom your parents will support between July 1, 2013 and June 30, 2014.

**Include:**

- Yourself, even if you don't live with your parents
- Your custodial parent(s),
- Your custodial parents' other children if your parents will provide more than half of their support from July 1, 2013, through June 30, 2014 OR if the other children would be required to provide parental information if they were competing a FAFSA for 2013-14. Include children who meet either of these standards even if the children do not live with the parents.
- Other people if they now live with your parents, your parents provide more than half of their support *and* your parents will continue to provide more than half of their support between July 1, 2013 and June 30, 2014.

**PLEASE LIST ALL FAMILY MEMBERS IN THE HOUSEHOLD for 2013-2014**

| Full Name | Age | Relationship to Student | College/University Attending for 2013/14 | At least Half-time Y/N | Graduate or Undergrad Program? |
|---|---|---|---|---|---|
| | | Self | Keene State College | | |
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**NOTE: We may require additional documentation if we have reason to believe that the information regarding the household members enrolled in eligible postsecondary educational institutions is inaccurate.**

**< Continued >**

**Name:_____ Student ID#:_____ 2013-14 Verification – D, p. 2**

| SECTION C: Student's and Parents' Additional Financial Information – Amounts in 2012 | | |
|---|---|---|
| **Source** | **Student** DO NOT LEAVE BLANK | **Parent** DO NOT LEAVE BLANK |
| 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 and scholarship portions of fellowships and assistantships. | $ | $ |
| Combat pay or special combat pay that was taxable and included in your AGI. Do not enter untaxed combat pay reported on the W-2 (Box 12, Code Q). | $ | $ |
| Earnings from work under a cooperative education program offered by a college. | $ | $ |

| SECTION D: Parent's 2012 Untaxed Income and Benefits – Amounts Received in 2012 | |
|---|---|
| **Source** | **DO NOT LEAVE BLANK** |
| 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, S, and W. | $ |
| Child support you 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). **Don't include** the value of on-base military housing or the value 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 on the FAFSA such as workers' compensation, disability, etc. Also include the first-time home buyer tax credit from IRS Form 1040-Line 67. **Don't include** student aid, earned income credit, additional child tax credit, welfare payments, untaxed Social Security benefits, Supplemental Security Income, Workforce investment Act educational benefits, on-base military housing or a military housing allowance, combat pay (if your parents are not tax filers), 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. | $ |
| **Total Section D:** | $ |

**SECTION E:**

**Sign and return this worksheet**. By signing this worksheet, you certify that all of the information provided is true and complete to the best of your knowledge and you agree, if asked, to provide information that will verify the accuracy of what has been reported on this form. If you purposely give false or misleading information, you may be fined up to $20,000, sent to prison, or both.

_____ _____
**Student's Signature** **Date**

_____ _____ _____ _____
**Parent's (or Step-Parent's) Signature** **Date** **Parent's (or Step-Parent's) Signature** **Date**

**You must return this worksheet within 30 days of receipt to avoid INACTIVE status.**
***For more information, visit us online at* www.keene.edu/admissions/aid.**

**Financial Aid Office– Keene State College, 229 Main Street, Keene, NH 03435-2606**
**Phone: 603-358-2280 – Fax: 603-358-2794 – Web: www.keene.edu/admissions/aid**