

2008 - 2009 Dependent Student Verification Worksheet

Your application was selected for a process called "Verification". This office will be comparing information from your application with signed copies of your and your parent(s)' 2007 Federal tax forms, W-2s, and other documents, as applicable. Federal law allows this process, and requires that the process be completed prior to awarding federal financial aid. If there are differences between your application and your financial documents, this office will make corrections as necessary.

Section A: Student Information			
Last Name	First Name	MI	Student ID #
Address		Social Security Number	
City	State	Zip Code	Area Code and Phone Number

Section B: Family Information

List the people in your parents' household, including yourself and your parents or stepparents, even if you don't live with them, your parents' other children, even if they do not live with them, and other people living with your parents. **Note:** Only include your parents' other children and other people living with your parents if your parents provide half of their support and will continue to do so from July 1, 2008, to June 30, 2009. You should also include your parents' other children if they would be required to provide parental information when applying for Federal Student Aid (i.e., are under 24 years of age).

Write the names of all household members in the space(s) below. Also write in the name of the college for any household member, excluding your parent(s), who will be attending college at least half-time between July 1, 2008 and June 30, 2009. Attach a separate page if you need more space.

Full Name	Age	Relationship	College or University
		<i>Self</i>	<i>Christopher Newport University</i>

Section C: Income & Tax Information

TAX FILERS:
Submit **signed copies** of your and your parent(s) 2007 income tax returns **and** supporting schedules. Acceptable documents are:
Federal 1040, 1040A, or 1040 EZ.
1040NR.
Tax Transcript provided by the IRS.
E-file provider or tax filing software tax listing. The form must be signed.

NON-TAX FILERS:
_____ Initial here if the student **did not** file and **was not required** to file a tax return for 2007.
_____ Initial here if the parent (or stepparent) **did not** and **was not required** to file a tax return for 2007.

W-2s MUST BE PROVIDED FOR ALL PERSONS NOT SUBMITTING A TAX RETURN FOR 2007.
_____ Initial here if the student **did not work** and **does not have** a 2007 W-2
_____ Initial here if the parent (or stepparent) **did not work** and **does not have** a 2007 W-2.

Section D: Worksheet Information

Worksheet A		
Source of 2007 Untaxed Income	Student	Parent
Earned Income Credit from 1040 Line 66a, 1040A Line 40a, 1040EZ Line 8a.		
Additional child tax credit from Form 1040 Line 68 or 1040A Line 41.		
Welfare benefits, including Temporary Assistance for Needy Families (TANF.) Do not include food stamps or subsidized housing.		
Social Security benefits received for all members of the household that were not taxed.		

Worksheet B		
Source of 2007 Untaxed Income	Student	Parent
Payments to tax-deferred pension and savings plans, including, amounts reported in Boxes 12a through 12d, codes D, E, F, G, H, and S on the W-2.		
IRA deductions and payments to other qualified plans from Form 1040, Lines 28 and 32, or 1040A Line 17.		
Child support received for all children. Do not include foster care or adoption payments.		
Tax exempt interest income from Form 1040 Line 8B or 1040A Line 8B.		
Foreign income exclusion from Form 2555 Line 45 or 2555EZ Line 18.		
Untaxed portions of IRA distributions (1040 Lines 15a minus 15b or 1040A Lines 11a minus 11b) or pensions (1040 lines 16a minus 16b or 1040A lines 12a minus 12b). Exclude rollovers. If negative, enter zero.		
Housing, food, and other living allowances paid to members of the military, clergy and others.		
Veteran's noneducation benefits such as Disability, DIC, or VA Education Work-Study allowances.		
Other untaxed income not reported (i.e., Disability) Tax filers only should report combat pay not included in AGI.		
Cash received or money paid on your behalf (such as bills) not reported elsewhere on this form.		

Worksheet C		
2007 Information	Student	Parent
Education credits (Hope and Lifetime Learning tax credits) from 1040 Line 49 or 1040A Line 31		
Child support paid because of divorce or separation. Don't include support for children in the household.		
Taxable earnings from Federal Work Study or other need-based work programs.		
Student grant, scholarship, fellowship or other aid, to include Americorps, reported in adjusted gross income.		

By signing this worksheet, we certify that all the information reported is complete and correct. We understand that purposely giving false or misleading information may result in fines and/or jail terms.

**Please note: The CNU Office of Financial Aid may, at their discretion, request information from non-tax filers substantiating how routine costs of living were provided for the 2007 calendar year. We may also request documentation concerning family assets, educational savings plans, or business value.

Signature: _____ **Date:** _____
 (student)

Signature: _____ **Date:** _____
 (parent)