



INDEPENDENT VERIFICATION WORKSHEET

2008 - 2009

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 Office of Financial Aid • Indiana University South Bend • P.O. Box 7111 • South Bend, IN 46634-7111

You have been selected for a process called verification. Before your file can be reviewed for an award, you and your spouse (if applicable) must complete this form and return it to our office along with all requested documentation. If you have questions, feel free to contact our office in person at Administration Building 157 or call (574) 520-4357. **PRINT ALL INFORMATION.**

Section A: Student Information

Last Name	First Name	Middle Initial	University ID # (NOT Social Security #)
Street Address (Include Apartment #)			Date of Birth
City	State	Zip Code	Daytime Phone # (Include Area Code)

Section B: Family Information

Write the names of all household members. Also, if any household member will be attending college at least half-time between July 1, 2008, and June 30, 2009, and will be enrolled in a degree, diploma, or certificate program, list their information here. If you need more space, attach a separate page.

List the people in your household, include:

- Yourself, and your spouse if you have one
- Your children, if you will provide more than half of their support from July 1, 2008, through June 30, 2009
- 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, 2008, through June 30, 2009

Full Name	Age	Relationship to You	# of Months Lived With You in 2008	College Attending in 2008-2009
		<i>Self/Student</i>	<i>N/A</i>	<i>IU South Bend</i>

General Tax Information

- **If you and/or your spouse filed an IRS Form 1040, 1040A, 1040EZ, a tax return from Puerto Rico, or a foreign income tax return, provide signed copies of the appropriate forms.** To complete the verification process, you and your spouse must also provide copies of each person’s W-2 forms.
- *If you did not keep a copy of the tax return or did not file a tax return, request a Letter 1722 from the IRS by calling 1-800-829-1040, or obtain a copy from your tax preparer. **Note: Electronic filing declaration forms (Form 8453) are not acceptable for verification purposes.***

Section C: Student Tax Forms and Income Information

1. **You must attach a copy of the signed income tax return, or Letter 1722 from the IRS, along with all schedules and W-2s.**
2. Report funds received for child support and other untaxed income. **Please provide documentation (such as a year-end statement or a 1099) of child support/social security/other untaxed income received in 2007.**

Income Source	2007 Amount	Income Source	2007 Amount
Child Support:		Total From Box 12a-12d of W-2(s):	
Social Security (non-taxed):		Other:	
Welfare (including TANF):		Other:	

3. If you did not file a tax return, list your employer(s) and any income received and attach all W-2s.
Employer(s): _____

Section D: Spouse Tax Forms and Income Information

1. **You must attach a copy of the signed return, or Letter 1722, along with all schedules and W-2s.**
2. Report funds received for child support and other untaxed income. **Please provide documentation (such as a year-end statement or a 1099) of child support/social security/other untaxed income received in 2007.**

Income Source	2007 Amount	Income Source	2007 Amount
Child Support:		Total From Box 12a-12d of W-2(s):	
Social Security (non-taxed):		Other:	
Welfare (including TANF):		Other:	

3. If you did not file a tax return, list your employer(s) and any income received and attach all W-2s.
Employer(s): _____

Section E: Certification Statement

Certification: Everyone who provides information on this worksheet must sign below to certify that the information they have provided is accurate as of the date signed. Anyone purposely giving false or misleading information on this form may be fined, sentenced to jail, or both. **Your spouse’s signature is required on this form.**

Student Signature

Date

Spouse Signature

Date