



**THE UNIVERSITY
OF VERMONT**

University of Vermont

2011-2012

Independent Student Verification Worksheet

INSTRUCTIONS & TIPS TO ENSURE TIMELY PROCESSING:

- Do not leave any fields blank. If any question does not apply to you or your family, write 'N/A' or '0.' The Worksheet will be considered incomplete if sections are left blank.
- Submit Verification Worksheet and requested tax returns together.
- Tax returns must be signed. Please send only the first 2 pages of Federal Tax Returns.
- Write the student's name and UVM ID number at the top of all documents.
- Send only requested documentation and do not submit information more than once.
- Receipt of duplicate and unrequested documents delays financial aid awards.

DEADLINE FOR SUBMITTING VERIFICATION DOCUMENTATION

Please provide requested information as soon as possible. Financial aid awards cannot be finalized until all requested information is received and reviewed. We will make every effort to award financial aid to all eligible students; however, we cannot guarantee financial aid awards to students who submit requested documentation after the dates below. Failure to supply all requested documentation by the deadline may result in a loss of eligibility for federal, state, and university financial aid.

- November 15, 2011 if you are applying for financial aid for the full school year or fall semester only.
- March 15, 2012 if you are applying for financial aid for the spring semester only.

Please note that your tuition bill will be due before the dates listed above. Refer to your online bill or www.uvm.edu/sfs/bill for tuition due date information. The verification deadline reflects the last date to submit documentation and ensure it will be reviewed in time to receive a financial aid award.

If you have any questions, please contact Student Financial Services.

UVM Student Financial Services
223 Waterman Building
85 So. Prospect Street
Burlington, VT 05405-0160
Tel: 802-656-5700 Fax: 802-656-4076
Email: sfs@uvm.edu
Website: www.uvm.edu/sfs

University of Vermont
2011-2012 Independent Student Verification Worksheet

Your application for financial aid was selected for review in a process called "verification." Please complete all sections of this form and return it, with signed copies of federal tax returns and/or earnings statements (see reverse), to Student Financial Services.

Student Information:

Name _____ Student ID # 95 _____

A. Student's Household Information

List the people in your household; include:

- ◆ Yourself
- ◆ Your spouse (if applicable)
- ◆ Your children, **IF** you will provide more than half of their support from July 1, 2011 through June 30, 2012, even if they do not live with you
- ◆ Other people **IF** they now live with you, **and** you currently provide more than half of their support **and** you will continue to provide more than half of their support from July 1, 2011 through June 30, 2012.

Full Name	Age	Relationship to You	College*
		Self	University of Vermont

* Write in the name of the college for any member of your household who will enroll **at least half-time** in a degree or certificate program between July 1, 2011 and June 30, 2012.

B. Additional Income Information

Did you or your spouse pay child support because of divorce or separation? YES NO

If yes, report the amount of child support paid and the names of the children for whom it was paid.

DO NOT INCLUDE CHILD SUPPORT PAID FOR ANY CHILDREN LISTED IN YOUR HOUSEHOLD ABOVE.

Child Name(s) _____ Total **PAID** in 2010 \$ _____

(Continue to next page.)

C. 2010 Income Tax Returns

1. Please check the appropriate box below for the status of the student and spouse 2010 Federal Tax Returns. **If you and/or your spouse filed or will file a 2010 federal or foreign income tax return, you must submit copies to Student Financial Services. Submit only page 1 and 2 of the Federal Tax Return.**

(Tax returns include the 2010 IRS Form 1040, 1040A 1040EZ, a tax return from Puerto Rico or a foreign income tax return translated to U.S. dollars. If you did not keep a copy of the tax return, request a copy from your tax preparer or a copy of an Internal Revenue Service form that lists tax account information.)

	Signed tax return is attached	Signed tax return will be submitted at a later date. *We will continue processing your file when tax return is received.	I will not file <u>and</u> am not required to file a 2010 Federal Tax Return *Complete Item 2 below
Student Tax Return Status	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Spouse Tax Return Status	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2. If you did not file and are not required to file a 2010 U.S. Income Tax Return, list below your employer(s) and any income received in 2010.

Student: No income was earned by student in 2010.

Sources of income (complete only if you did NOT file a 2010 return)	\$ Amount

Spouse: No income was earned by spouse in 2010.

Sources of income (complete only if you did NOT file a 2010 return)	\$ Amount

D. 2010 Untaxed Income

Please complete section in full. If a category does not apply, enter "0". DO NOT LEAVE ANY FIELDS BLANK.

	Student	Spouse
1. Payments to tax-deferred pension and savings plans paid directly or withheld from earnings, Including amounts on W-2 Form in Boxes 12a-12d, codes D, E, F, G, H and S	1. \$ _____	1. \$ _____
2. Child support received for all children (Do not include foster care or adoption payments).....	2. \$ _____	2. \$ _____
3. Housing, food and other living allowances paid to members of the military, clergy, & others. (Include both cash payments and cash value of benefits).....	3. \$ _____	3. \$ _____
4. Veterans' non-education benefits such as Death Pension or DIC	4. \$ _____	4. \$ _____
5. First-time home buyer credit from IRS Form 1040 line 67	5. \$ _____	5. \$ _____
6. Other, including workers' compensation. Please specify _____	6. \$ _____	6. \$ _____
7. Money received , or paid on your behalf (e.g. bills) not reported elsewhere on this form.....	7. \$ _____	7. \$ _____

E. Certification

By signing this Verification Form, we certify that all of the information reported on it is complete and correct.

Student _____ **Date** _____

Spouse (optional) _____ **Date** _____

Return this form and tax return(s) to:

**University of Vermont
Student Financial Services
223 Waterman Bldg.
Burlington, VT 05405-0160
Fax (802) 656-4076
Phone (802) 656-5700**

WARNING: If you purposely give false information on this form, you may be fined, be sentenced to jail, or both.

REMEMBER TO SIGN AND ATTACH COPIES OF YOUR TAX RETURN(S).