

2009 – 2010 Bethel College Verification Worksheet

Federal Student Aid Programs

Independent

Your application was selected by the federal government for review in a process called “Verification.” In this process, Bethel College will be comparing information from your application with signed copies of your (and your spouse’s, if you are married) 2008 Federal tax forms, W-2 forms or other financial documents. The law says we have the right to ask you for this information before awarding Federal aid. If there are differences between your application information and your financial documents, Bethel College may send corrections electronically to have your information reprocessed. Please call our office with any questions at (574) 257-3316.

Students must return requested information within 30 days of the first day of classes in the student’s initial semester of attendance for the current school year. Failure to provide required documentation will result in the withdrawal of the financial aid package. Institutional and Campus Based Aid will subsequently be awarded on an availability basis.

WHAT YOU NEED TO DO NEXT:

- **Collect your (and your spouse’s) financial documents (signed 2008 Federal income tax forms, W-2 forms, etc.)** *If any of these documents are missing or the tax returns are not signed, we will be unable to proceed.*
- **Complete and sign this worksheet.**
- **Return this completed worksheet, tax forms, and W-2 forms to:**

Bethel College Office of Student Financial Services.

1001 Bethel Circle
Mishawaka, IN 46545

Office (574) 257-3316

Fax (574) 807-7122

e-mail: finaid@BethelCollege.edu

A. Student Information

_____	_____	_____	_____
Last name	First name	M.I.	Social Security Number
_____			_____
Address (include apt. no.)			Date of birth
_____	_____	_____	_____
City	State	ZIP code	Phone number (include area code)

B. Family Information

List the people in your household, include:

- yourself and your spouse, if you have one, and
- your children, if you will provide more than half of their support from July 1, 2009 through June 30, 2010, and
- 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, 2009 through June 30, 2010.

Write the names of all household members. Also, write in the name of the college for any household member who will be attending college at least half-time between July 1, 2009 and June 30, 2010, and will be enrolled in a degree, diploma, or certificate program. If you need more space, attach a separate page.

Full Name	Age	Relationship	College
Martha Jones (example)	24	Wife	Central University
		Self	

C. Student's Tax Forms and Income Information (all applicants)

- Check only one box. Tax returns include the 2008 IRS Form 1040, 1040A, 1040EZ, a tax return from Puerto Rico or a foreign income tax return. 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 by calling 1-800-829-1040.
 - Signed** Federal tax return and W-2 form is attached.
 - Signed** Federal tax return and W-2 form will be submitted to Bethel College by _____ (date).
 - You will not file and are not required to file a 2008 U.S. Income Tax Return. (See number 3).

- Funds received for child support and other untaxed income. (See question 47 of the Free Application for Federal Student Aid)

Sources of Untaxed Income	2008 Amount	Additional Sources of Untaxed Income	2008 Amount
a. Child Support	\$	d.	\$
b. Workman's Compensation	\$	e.	\$
c. Untaxed Pensions	\$	f.	\$

- If you did not file and are not required to file a 2008 Federal income tax return, list below your employer(s) and any income received in 2008 (attach the W-2 form or other earnings statements if available).

Sources	2008 Amount
	\$
	\$
	\$

D. Spouse's Tax Forms and Income Information (if student is married)

- Check only one box. Tax returns include the 2008 IRS Form 1040, 1040A, 1040EZ, a tax return from Puerto Rico or a foreign income tax return. If your spouse 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 by calling 1-800-829-1040.
 - Signed** copy of your and your spouse's joint Federal tax return.
 - Signed** Federal tax return and W-2 form is attached, if your spouse filed a separate return.
 - Signed** Federal tax return and W-2 form for spouse will be submitted to Bethel College by _____ (date).
 - Your spouse will not file and is not required to file a 2008 U.S. Income Tax Return. (See number 3).

- Funds received for child support and other untaxed income. (See question 47 of the FAFSA)

Sources of Untaxed Income	2008 Amount	Additional Sources of Untaxed Income	2008 Amount
a. Child Support	\$	d.	\$
b. Workman's Compensation	\$	e.	\$
c. Untaxed Pensions	\$	f.	\$

- If your spouse did not file and is not required to file a 2008 Federal income tax return, list below your spouse's employer(s) and any income received in 2008 (attach the W-2 form or other earnings statements if available).

Sources	2008 Amount
	\$
	\$
	\$

E. Sign this Worksheet

Each person signing this form certifies that all the information reported on it is complete and correct. If married, spouse's signature is optional.

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

Student _____

Date _____

E-mail address _____

Spouse _____

Date _____

Bethel College must review the requested information, under the financial aid program rules (34 CFR, Part 668).