

Texas Christian University
Office of Scholarships and Student Financial Aid

**2011-2012 FEDERAL VERIFICATION WORKSHEET
INDEPENDENT STUDENT SUPPLEMENTAL INFORMATION**

Your Free Application for Federal Student Aid (FAFSA) was selected for review in a process called "Verification." In this process, TCU will be comparing information from your FAFSA with signed copies of your and your spouse's (if applicable) 2010 federal tax forms and W-2 forms. If there are differences between the information reported on your FAFSA and your financial documents, TCU may need to make corrections.

DEADLINES: The deadline for submission of the verification worksheet and all other required verification documents is April 15, 2012 for students attending fall/spring, or November 26, 2011 for fall only students. Failure to submit verification documents will result in cancellation of all federal financial aid for 2011/2012.

FAMILY MEMBERS:

- ✓ List in section B of the verification worksheet all family members, including spouse (if applicable) and 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.
- ✓ Complete the 'College' column for those family members who will be enrolled at least half-time during the 2011-2012 academic year in a program leading to a degree, diploma or certificate.
- ✓ If you include any other people in the household over 24 years of age (i.e. parents), you must attach an explanation of how you provide over 50% of their support. Include in the explanation amounts of support you provide (i.e. housing, food, transportation, etc.) and any income they receive. If no explanation is provided, the person/s will be excluded from the household.

TAXES:

- ✓ If you and/or your spouse filed a 2010 federal tax return, submit a **signed** copy to TCU Office of Scholarships and Student Financial Aid.
- ✓ Submit copies of all W-2's to TCU Office of Scholarships and Student Financial Aid.
- ✓ If you and/or your spouse filed a tax extension for 2010, submit a copy of the IRS tax extension Form 4868 and all W-2's. The verification process cannot proceed until a signed copy of the actual 2010 federal tax return is submitted to TCU Office of Scholarships and Student Financial Aid.
- ✓ You now have the option to download IRS data directly.

UNTAXED INCOME:

Complete worksheet sections C student and spouse (if applicable). If you did not receive any form of untaxed income, enter 0's. **Do not leave blank.**

QUESTIONS AND SUBMISSION OF FORMS:

Questions regarding the verification worksheet or the verification process should be directed to TCU Office of Scholarships and Student Financial Aid at 817-257-7858. Submit the completed and signed verification worksheet and all required documents by either mail or fax to:

Texas Christian University
Office of Scholarships and Student Financial Aid
TCU Box 297012
Fort Worth, TX 76129
Or
Fax: 817-257-7462

**PLEASE REVIEW THE VERIFICATION WORKSHEET FOR ACCURACY OF INFORMATION AND FOR
APPROPRIATE SIGNATURES BEFORE SUBMISSION.**

Texas Christian University
2011-2012 Verification Worksheet
Independent

A. STUDENT INFORMATION:

Last Name	First Name	MI	TCU ID
Address			Date of Birth
City	State	Zip	Phone Number

B. HOUSEHOLD INFORMATION:

Students Classification:

- Undergraduate Student Graduate Student

Student's current marital status:

- Married Single Divorced; as of date: _____ Widowed
- Separated; as of date: _____ Spouse's Address: _____

List below all members of your household. Include yourself and your spouse, if applicable, and 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. Include the name of the college for any household member who will be attending college at least half-time between **July 1, 2011 and June 30, 2012**, and will be enrolled in a degree, diploma, or certificate program.

Full Name	Age	Relationship	College 2011/2012
		Self	TCU

*** If you include other individual(s) 24yrs or older (i.e. parent), please attach explanation of support.

Texas Christian University 2011-2012 Verification Worksheet

C. STUDENT and SPOUSE (if applicable)

2010 untaxed income-PER YEAR (If none, enter \$0; do not leave blank.):

\$ _____ Veterans' non-education benefits.

_____ Money received, or paid on your behalf (i.e. bills), not reported elsewhere on this form.

_____ Any other untaxed income or benefits not reported elsewhere, such as untaxed pensions, workers' compensation (do not include student aid, earned income credit, additional child tax credit, welfare payments, educational benefits, combat pay, benefits from flexible spending arrangements, foreign income exclusion or social security benefits.

2010 Child Support-PER YEAR (If none, enter \$0; do not leave blank.)

\$ _____/year Child support received for ALL children in your household.

_____ /year Child support paid. (Do not include support for children in your household).

2010 Federal income tax return:

Have filed Will file by _____ Will not file

If you will not file a tax return, list all sources of income and amounts:

_____ \$ _____

_____ \$ _____

D. CERTIFICATION: By signing this form, we certify that all information reported is complete and accurate. (At least one parent must sign)

Student's signature: _____ Date: _____

Spouse's signature: _____ Date: _____
(if applicable)

Return this form by mail or fax to:

**TCU Office of Scholarships and Student Financial Aid
TCU Box 297012*Fort Worth*TX*76129
Fax: 817-257-7462**

*****TCU Admin Only*****

- LOWS**
- SPECOND**
- EFC** _____ / _____
- Award Adjustments**
- ISIR Set to Send**