

Normandale Community College

Return to: Financial Aid and Scholarship Office
 Normandale Community College
 9700 France Avenue South
 Bloomington, MN 55431

2009-2010 Dependent Verification Worksheet

Your application was selected for review in a process called "Verification." In this process, Normandale Community College will be comparing information from your application with signed copies of your and your parent's 2008 tax forms, and 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, Normandale may send corrections electronically, to have your information reprocessed.

Complete verification as soon as possible, so that your financial aid won't be delayed. The Normandale Community College Financial Aid and Scholarship Office can assist you.

NCC is an affirmative action, equal opportunity educator/employer.

What you should do:

1. Collect your and your parent's financial documents (signed 2008 Federal income tax forms, etc.).
2. Talk to the Normandale Community College Financial Aid and Scholarship Office if you have questions about completing this worksheet.
3. You and parents must complete and sign this worksheet.
4. Take the completed worksheet, tax forms, and any other documents Normandale Community College needs to the Financial Aid and Scholarship Office.
5. The Financial Aid and Scholarship Office will compare information on the documents. Normandale may need to make corrections on your SAR and send it back to the application processor electronically.

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

A. Student Information

_____	_____	_____	_____	_____
Last Name	First Name	MI	NCC Student ID	Social Security Number
_____			_____	
Address (include apt. no.)			Date of Birth	
_____	_____	_____	_____	
City	State	Zip	Phone Number (include area code)	

B. Family Information

List the people that your parents will support between July 1, 2009 and June 30, 2010. Include:

- yourself (even if you do not live with your parents)
- your parents (including stepparent)
- your parent's dependent children (if your parents provide more than half of their support or if they would be required to give parental information when applying for Federal student aid.)

Include other people as part of your family only if:

- they lived with your parents and got more than half their support from your parents at the time you completed your student aid application AND
- they will continue to live with and get more than half their support from July 1, 2009 through June 30, 2010.

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

Full Name	Age	Relationship	College
Example: <i>Janet Jones</i>	<i>21</i>	<i>Sister</i>	<i>Central University</i>
Your name:		Myself	Normandale Community College

C. Student's and Parent's Tax Forms and Income Information

1. If you did not and were not required to file a 2008 Federal Income Tax Return, check this box: **AND** provide the amount of work income you received from January 1, 2008 through December 31, 2008 (Foreign income must be converted to US dollars): \$ _____
2. If your parents did not and were not required to file a 2008 Federal Income Tax Return, check this box: **AND** provide the amount of work income both parents received from January 1, 2008 through December 31, 2008 (Foreign income must be converted to US dollars): \$ _____
3. All tax filers must submit a signed copy of the first two pages of their 2008 IRS Form 1040, 1040A or 1040EZ.
4. Everyone must complete the worksheet below for all untaxed income received in 2008. Even though you may have few of these items, check carefully! **DO NOT LEAVE ANY BOX BLANK. IF THE ANSWER IS ZERO, ENTER \$0.**

Student	Calendar Year 2008 All figures reported below should be the total received for the 12 months of 2008	Parent(s)
\$	Payments to tax deferred pension and savings plans (paid directly or withheld from earnings), including, but not limited to, amounts reported on the W2 Form in Boxes 12a through 12d, codes D, E, F, G, H and S.	\$
\$	Child support received for all children. Don't include foster care or adoption payments.	\$
\$	Housing, food, and other living allowances paid to members of the military, clergy, and others (including cash payments and cash value of benefits)	\$
\$	Veterans non-education benefits such as Disability, Death Pension, or Dependency & Indemnity Compensation (DIC) and/or VA Educational Work-Study allowances	\$
\$	Any other untaxed income or benefits not reported elsewhere, such as worker's compensation, disability, etc. Don't include student aid, earned income credit, child tax credit, welfare benefits, untaxed Social Security benefits, Workforce Investment Act educational benefits, combat pay (if you are not a tax filer), or benefits from flexible spending arrangements, e.g., cafeteria plans.	\$
\$	Money received , or paid on your behalf (e.g., bills), not reported elsewhere on this form.	XXXXXXXXXXXXXX
\$	←12 Month TOTAL	12 Month TOTAL→

5. If you and/or your parents total income for 2008 (taxable, untaxed and work income) was less than \$4000, please explain in detail how you lived and met your expenses on the income reported for the entire calendar year.
 Your explanation: _____

 Parent explanation: _____

D. Sign this Worksheet

By signing this worksheet, we certify that all the information reported to qualify for Federal student aid is complete and correct. One parent must sign

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

 Student Date Parent Date

Don't forget your and your parent's signed tax forms.

Email: finaid@normandale.edu