



Institutional Verification Worksheet

Award Year 2009-2010

Student Financial Aid & Scholarships
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INDEPENDENT

Your application was selected for a review in a process called verification to confirm the accuracy of the information that you provided on your FAFSA. We need yours and your parent(s)' 2008 federal income tax forms. The law says the school has the right to ask you for this information before awarding Federal aid. If there are differences between your application and submitted documents, corrections may need to be submitted. It is important that you complete the verification process by the June 1, 2009 deadline in order to avoid a delay in determining your financial aid. Your school must review the requested information under the Financial Aid Program Rules (34 CFR, Part 668).

Complete this verification form and submit it to the Financial Aid office as soon as possible, so that your financial aid won't be delayed. Your Financial Aid Counselor will assist you.

Processing of your financial aid application cannot be completed without your completed Verification Worksheet and signed Federal income tax returns.

WHAT YOU SHOULD DO:

1. Collect yours and your spouse's signed 2008 federal income tax forms.
2. Talk to your Financial Aid Counselor if you have questions about completing this worksheet.
3. Complete and sign the worksheet.
4. Submit the completed worksheet, 2008 tax forms, and any other documents requested to the GSU Financial Aid Office.
5. The Financial Aid Office will compare information you submitted on your FAFSA and make the necessary corrections.

SECTION 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)

SECTION B – FAMILY INFORMATION

List people in your household, including:

- Yourself, your spouse if married, and
- Your children, if you will provide more than half of their support from July 1, 2009 through June 30, 2010; and
- Any other people if they now live with you, and you provided 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 the name of college for any family member who will be attending at least halftime 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 sheet.**

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

