



# 2009-2010 Gordon Verification Worksheet Independent

Your application was selected for review in a process called "verification." In this process, we compare the information from your application with the information provided on this form and with your and your spouse's signed copies of your 2008 federal tax forms and W-2's. If there are differences between your application and the documents you've submitted, corrections may need to be made. **We cannot process your financial aid until verification has been completed, so please provide the required documents as soon as possible.**

1. Collect your and your spouse's financial documents (signed Federal income tax forms, W-2, etc.).
2. **Complete the sections and sign the worksheet** - you and your parent are required to provide income information.
3. Bring, mail, or fax the completed and signed worksheet, signed tax forms, and any other documents to our office. Our fax number is 978-867-4657.

Please contact us if you have questions about completing this worksheet. We will review the information on these documents and make corrections to your FAFSA if necessary.

## A. Student Information

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<i>Last Name</i>	<i>First Name</i>	<i>M.I.</i>	<i>SSN</i>	
<i>Address (include apt. #)</i>		<i>City</i>	<i>State</i>	<i>Zip Code</i>
<i>Date of Birth</i>	<i>E-mail Address</i>		<i>Phone Number (include area code)</i>	

## B. Family Information

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List the people in your household, include: a) yourself, your spouse if married b) your children, if you will provide more than half of their support from July 1, 2009 through June 30, 2010 c) any 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** in the chart below. 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 diploma or certificate program. If you need more space, attach a separate page

Full Name	Age	Relationship	College
<i>Example: Martha Jones</i>	<i>24</i>	<i>Spouse</i>	<i>City University</i>
		Self	

## C. Tax Forms and Income Information

All tax filers must submit a **signed** copy of all 2008 Federal Income Tax returns including all schedules of 2008 IRS Form 1040, 1040A, 1040EZ, and a copy of W-2's. Forms are being submitted for:

You

Your Spouse

Check the box for those people **who will not and are not required to file** a 2008 Federal Income Tax Return. List below your employer(s) and any income received in 2008 (use W-2 forms or other earning statements, and submit a copy of W-2's).

You

Your Spouse

Student/Source	Amount	Spouse/Source	Amount

**Both tax filers and non-tax filers must list any untaxed income received in 2008. Failure to complete this section will delay the processing of your financial aid. Be sure to enter zeros if no funds were received.**

Student (spouse)	Tax Year 2008
\$	Welfare benefits, including Temporary Assistance for Needy Families (TANF). Don't include food stamps or subsidized housing.
\$	Social Security benefits received that were not taxed (such as SSI).
\$	Payments to tax-deferred pensions and savings plans (paid directly or withheld from earnings) including, but not limited to, amounts reported on W-2 Form Box 12a - 12d, codes D, E, F, G, H, and S. Include untaxed portions of 401(k) and 403(b) plans.
\$	Child support <u>received</u> for all children. Don't include foster care.
\$	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 workers' compensation, untaxed portions of railroad retirement benefits, Black Lung Benefits, disability, etc. Don't include student aid, WIA educational benefits, or benefits from flexible spending arrangements, e.g. cafeteria plans.
\$	Cash or any money paid on your behalf (bills), not reported elsewhere on this form.
\$	Child support paid to another household because of divorce or separation.

## F. Sign This Worksheet

By signing this worksheet, we certify that all the information reported on this worksheet is complete and correct

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

Date \_\_\_\_\_

\_\_\_\_\_  
Student's Signature

**Return to:** Gordon College Student Financial Services, 255 Grapevine Road, Wenham, MA 01984 978-867-4246