



2009-2010 Verification Worksheet Federal Student Aid Programs

Your application was selected for review in a process called "Verification." In this process, we are required by Federal law (34CFR, Part 668) to compare the information from your application with the information provided on this form and with signed copies of your (and your spouse's if you are married, or parents' if you are considered dependent for Federal aid purposes) 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 and the financial documents you've submitted, corrections may need to be made.

What you should do:

1. Collect your (and your spouse's or parents') financial documents (signed Federal income tax forms, W-2's, etc.).
2. Complete and sign this worksheet. (Parent must also sign if their information is given.)
3. Contact us at (315) 792-7210 if you have questions about completing this worksheet.
4. Bring, mail, or fax the completed worksheet, tax forms, and any other required documents to our office. You must provide all required documents within 60 days from the first date of request for information. Failure to submit information in a timely fashion will result in the application being filed as inactive with no further consideration and no Federal aid being processed.

A. Student Information

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

B. Family Information

- Independent Students:** List the people in *your household*, including:
- 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, even if they do not live with you, 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, 2008 through June 30, 2009.
- Dependent Students:** List the people in your *parent(s)' household*, including:
- yourself and your parent(s) (including stepparent) even if you don't live with your parent(s), and
 - your parents' other children, even if they don't live with your parent(s), if (a) your parents will provide more than half of their support from July 1, 2009 through June 30, 2010, or (b) the children would be required to provide parental information when applying for Federal Student Aid; and
 - other people if they now live with your parents, and your parents 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 space(s) below. Also write in the names of the college for any household member, excluding your parent(s), who will be attending 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 (if applicable)
		<i>Self</i>	<i>SUNYIT</i>

C. Tax Forms and Income Information

Independent Students submit following items:

- signed copy of your 2008 Federal Income Tax return** (includes the 2008 IRS Form 1040, 1040A, 1040EZ, a tax return from Puerto Rico or a foreign income tax return)
- signed copy of your spouse's 2008 Federal Income Tax return** (if applicable)
- W2 form(s)**

Dependent Students submit following items:

- signed copy of your 2008 Federal Income Tax return** (includes the 2008 IRS Form 1040, 1040A, 1040EZ, a tax return from Puerto Rico or a foreign income tax return)
- signed copy of your parents' 2008 Federal Income Tax return**
- W2 form(s)**

*If you did not keep a copy of your tax return, request a copy from your tax preparer or request a free transcript of your 2008 tax return by calling the IRS at 1-800-829-1040. **For those who DID NOT FILE, complete the "Non-Tax Filers" section below.**

- Non-Tax Filers** (Students, spouses and/or parents that did not work in 2008, list employer name as "none?")
For those who did not and are not required to file a 2008 Federal Tax Return, list below the student, spouse and/or parent's name, relationship to student and employer's name and the amount earned. **Attach W-2 forms.**

Name/Relationship	Employer Name	Amount Earned

- Both tax filers and non-tax filers must list any untaxed income received in 2008.**

Student (Spouse)	Calendar Year 2008 <i>*Be sure to enter zeros if no funds were received*</i>	Parent(s) (Stepparent)
\$	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 Boxes 12a-d, codes D, E, F, G, H, and S.	\$
\$	IRA deductions and payments to self-employed SEP, SIMPLE, Keogh and other qualified plans from IRS Form 1040—line 28+ Line 32 or 1040A—line 17.	\$
\$	Child support received for all children. Don't include foster care or adoption payments.	\$
\$	Tax exempt interest income from IRS Form 1040—line 8b or 1040A—line 8b.	\$
\$	Untaxed portions of IRA distributions from IRS Form 1040—lines (15a minus 15b) or 1040A—lines (11a minus 11b). Exclude rollovers. If negative, enter a zero.	\$
\$	Untaxed portions of pensions from IRS Form 1040—lines (16a minus 16b) or 1040A—lines (12a minus 12b). Exclude rollovers. If negative, enter a zero.	\$
\$	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.	\$
\$	Other untaxed income not reported, such as workers' compensation, disability, etc. Don't include student aid, earned income credit, additional child tax credit, welfare payments, untaxed Social Security benefits, Supplemental Security Income, Workforce Investment Act educational benefits, combat pay, benefits from flexible spending arrangements (e.g., cafeteria plans), foreign income exclusion or credit for federal tax on special fuels.	\$
\$	Money received or paid on your behalf (e.g. bills) not reported elsewhere on this form.	\$XXXXXXXX

D. Sign This Worksheet

Each person signing this form certifies that all the information reported on it 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.

Student _____

Date _____

Parent (Dependent Students Only) _____

Date _____