



## Verification Worksheet 2011-2012

Name: \_\_\_\_\_ LETU ID: \_\_\_\_\_

Email Address: \_\_\_\_\_ Daytime Phone # (\_\_\_\_) \_\_\_\_\_

If your Free Application for Federal Student Aid (FAFSA) was selected by the Department of Education for verification, LeTourneau University is required to verify information on your FAFSA with your tax documents.

### INSTRUCTIONS:

- Determine your dependency status and which sections of this form must be completed.

**If you were required to supply your parent(s) information on the FAFSA, you are a dependent student for financial aid purposes this academic year.**

**Dependent Students** – Complete Sections A, B, C, and D

- Submit:**
- You and your parent's **signed** tax returns and W2s
  - Signed** Verification Worksheet

**Independent Students** – Complete Sections A, B, and D

- Submit:**
- You and your spouse's (if applicable) **signed** tax returns and W2s
  - Signed** Verification Worksheet

- Gather the appropriate **signed** tax return(s) and W-2(s) depending on your FAFSA defined dependency status.
- Complete and submit the signed verification worksheet and submit all signed documents at the same time to LeTourneau University's Financial Aid Office.

If you are unable to provide a copy of your actual tax return, please submit a signed IRS Tax Transcript (Form 1722 or 2951-C). You may request a free transcript by calling the IRS 800-829-1040. No other tax summaries or printouts will be accepted.

### **Section A: Student's Tax Forms and Income Information (and Spouse's, if applicable)**

Tax returns include the 2010 IRS form 1040, 1040A, 1040EZ, a tax return from Puerto Rico or a foreign income tax return.

Check here if you will not file and are not required to file a 2010 U.S. Income Tax Return.

- Funds received for child support and other untaxed income. (See Question 44 of the FAFSA)

Sources of Untaxed Income	2010 Amount	
a. Child Support	\$	
b. Workman's Compensation	\$	
c. Untaxed Pensions	\$	
d.	\$	

- If you did not file and are not required to file a 2010 Federal income tax return, list below your employer(s) and any income received in 2010 (use the W-2 from or other earnings statements if available).

Sources	2010 Income
	\$
	\$
	\$

**Section B: Family Information**

**Dependent Students** – List the people in your parent(s)' household. This includes you, your parent(s) (include step-parents), your siblings, or anyone else who receives more than ½ their support from your parent(s) now and between July 1, 2011 through June 30, 2012.

**Independent Students** – List the people in your household. This includes yourself, your spouse (if married), your children, and other people who are receiving more than ½ of their support from you or your spouse no and between July 1, 2011 through June 30, 2012.

Full Name	Age	Relationship (i.e. parent, spouse, brother, child)	College – if attending at least ½ time in a degree or certificate program during the 2011-12 year.
		Self	LeTourneau University

If you need more space, attach a separate page and check this box.

List the children for whom you paid child support in 2010. Names: \_\_\_\_\_

How much child support did you or your spouse pay in 2010? \$ \_\_\_\_\_

**Section C: Parent(s)' Tax Forms and Income Information**

Tax returns include the 2010 IRS form 1040, 1040A, 1040EZ, a tax return from Puerto Rico or a foreign income tax return.

Check here if your parent(s) will not file and are not required to file a 2010 U.S. Income Tax Return.

1. Funds received for child support and other untaxed income. (See Question 92 of the FAFSA)

Sources of Untaxed Income	2010 Amount	
a. Child Support	\$	
b. Workman's Compensation	\$	
c. Untaxed Pensions	\$	
d.	\$	

2. If your parent(s) did not file and are not required to file a 2010 Federal income tax return, list below your parent(s)' employer(s) and any income received in 2010 (use the W-2 from or other earnings statements if available).

Sources	2010 Income
	\$
	\$
	\$

**Section D: Signatures**

By signing below, each person certifies that all the information reported on this form is complete and correct.

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent Signature (required for Dependent Students)

\_\_\_\_\_  
Date

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

**Return all documents including signatures to the LETU Financial Aid Office,  
P.O. Box 7001, Longview, TX 75607 or Fax to 903-233-4302.**