



VERIFICATION WORKSHEET

for Harding University Student Financial Aid Office

For Office Use Only:

Initial EFC: _____
Verified EFC: _____
Date Verified: ___/___/___

HU Box 12282, Searcy, AR 72149 • (501) 279-4257 • (501) 279-5438 fax • finaid@harding.edu

2010-2011 VERIFICATION
FORM DEPENDENT

Introduction

Your FAFSA application was selected for review in a process called "Verification." In this process, we will be comparing information from your application with signed copies of your and your parent's Federal tax forms. If you or your parent did not file taxes, you will need to provide W-2 forms or other income forms for the person who did not file. **IF YOU PROVIDE FEDERAL TAX FORMS YOU ARE NOT REQUIRED TO TURN IN ANY OTHER FORM**, including state tax forms or W-2s.

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 forms, we may need to make and report corrections.

Complete this verification form and submit it to the financial aid office as soon as possible, so that your financial aid will not be delayed.

If you prefer not to supply this information, a private loan can be requested. For more information on applying for these loans, or any further questions, please visit www.harding.edu/finaid or contact our office for additional information.

What You Need to Do

1. Determine status *ACCORDING TO QUESTIONS IN SECTION 2 ONLY*, not by your own determination.
2. Collect your & your parent's financial documents, according to the status determination in Section 2 and the instructions in the introduction.
3. Complete and sign the worksheet—you and your parent.
4. Submit the completed worksheet, tax forms, and any other requested forms to the financial aid office.
5. Your financial aid administrator will compare information on this worksheet and any supporting documents with the information you submitted on your application. We may need to make and report corrections.
6. Contact the financial aid office if you have questions about completing this worksheet.

Last Name

First Name

Harding ID

This form is a fillable PDF document. You may enter information directly on computer and some information will update automatically. Then you may print and fax with signed tax returns for the fastest service to 501-279-5438.

Section 1: Student Information

Please fill all sections of the student information, including all phone numbers to best reach you if there are questions about your information.

SECTION 1: Student Information		Harding ID	SSN
Last Name		First Name	
Address			
City		ST	Zip
Home Phone	Cell Phone	Email	

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Section 2: Status Determination

Check ALL that apply to determine whether dependent or independent status. If you check ANY of the questions when filling out on computer, please fill out the verification form for independent students. Independent students will use only personal and spouse's (if married) information. Dependent students will use parents' and personal information.

<input type="checkbox"/> I was born before January 1, 1987	<input type="checkbox"/> I am married	<input type="checkbox"/> I will working on a master's or doctorate program (MA, MBA, MD, JD, PhD, EdD, grad certificate)
<input type="checkbox"/> I am serving on active duty in the U.S. Armed Forces	<input type="checkbox"/> I am a veteran of the U.S. Armed Forces	<input type="checkbox"/> I have children and I provide more than half of their support
<input type="checkbox"/> Since I turned age 13, both of my parents were deceased	<input type="checkbox"/> I was in foster care since turning age 13	<input type="checkbox"/> I have dependents (other than children or my spouse) who live with me and I provide more than half of their support
<input type="checkbox"/> I was dependent or ward of the court since turning 13	<input type="checkbox"/> I am currently or I was an emancipated minor	<input type="checkbox"/> I am currently or I was in legal guardianship
		<input type="checkbox"/> I am homeless or I am at risk of being homeless

Section 3: Family Information

List the people in your parent(s)' household. If a dependent student, include:

- Yourself & your parent(s) (including stepparent) even if you don't live with your parents;
- Your parents' other children, even if they don't live with your parent(s), if (a) your parent(s) will provide more than half of their support from July 1, 2010 through June 30, 2011, or (b) children would be required to provide parental information when applying for federal student aid.
- Other people if they now live with your parent(s), and your parent(s) provide(s) more than half of their support and will continue to provide more than half of their support from July 1, 2010 through June 30, 2011.

Write the names of all household members in the space(s) provided. Also write in the name of the college for any household member, excluding your parent(s), who will be attending at least half time between July 1, 2010 and June 30, 2011, and will be enrolled in a degree, diploma, or certificate program. If you need more space, attach a separate page.

SECTION 3: Family Information	Full Name	Age	Relationship	College Attending

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Sections 4 & 5: Household Tax Forms and Income

Tax returns include the 2009 IRS Form 1040, 1040A, 1040EZ, a tax return from Puerto Rico or a foreign income tax return. If you or your parent did not keep a copy of their tax return, request a copy from the tax preparer or request an Internal Revenue Service form that lists tax account information. You may contact the IRS at 1-800-829-1040 and request a transcript. Tax transcripts MUST be signed. If you or your parent did not file and are not required to file a 2009 Federal income tax return, list all employers for you and your parent and any income received for 2009 in Income Received Section 4B/5B (use the W-2 form or other earnings statements if available).

SECTION 4A: Student Tax Forms						SELECT ONE
Signed tax returns included and attached						
Signed tax returns will be submitted to the school by ____/____/____						
You will not file and are not required to file a US Income Tax Return for 2009						
Student Marital Status	Unmarried <small>(Includes, single, divorced, or widowed)</small>	Married	Separated	Qualifying Widow		
Student Filing Status	Single	Head of Household	Married/Jointly	Married/Separately	Qualifying Widow	

Only fill out Section 5B if you checked that you did not and were not required to file a US Income Tax Return OR if you have untaxed income sources (child support, workman's comp, IRA deductions, etc.). Use W-2 forms or other documentation of any income received.

SECTION 4B: Student Income	Source (Income NOT filed with a 1040 form OR untaxed income)	Amount

SECTION 5A: Parent Tax Forms						SELECT ONE
Signed tax returns included and attached						
Signed tax returns will be submitted to the school by ____/____/____						
Your parent(s) will not file and are not required to file a US Income Tax Return for 2009						
Parent Marital Status	Unmarried <small>(Includes, single, divorced, or widowed)</small>	Married	Separated	Qualifying Widow		
Parent Filing Status	Single	Head of Household	Married/Jointly	Married/Separately	Qualifying Widow	

Only fill out Section 5B if your parent(s) checked that you did not and were not required to file a US Income Tax Return OR if you have untaxed income sources (child support, workman's comp, IRA deductions, etc.). Use W-2 forms or other documentation of any income received.

SECTION 5B: Parent Income	Source (Income NOT filed with a 1040 form OR untaxed income)	Amount

Section 6: Signatures

Signatures must be present for BOTH student and parent on the verification form. Signatures also required on student's tax form and on parent's tax form. Fax copies of signatures are acceptable.

Section 6: Signatures & Agreements	By signing this worksheet I (we) certify the information reported is complete and correct. WARNING: Purposely giving false or misleading information can result in fines, jail sentence, or both.
Date	Signature Student
Date	Signature Parent

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