



## Financial Aid 2008-2009 Verification Worksheet

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

Your application has been selected for review in a process called "Verification." In this process, the USD School of Law Financial Aid Office will be comparing information from your application with signed copies of your (and your spouse's, if you're married) 2007 Federal tax forms, W-2 forms, and/or other financial documents. Try to complete verification as soon as possible so that your financial aid won't be delayed. Please call our office at 619-260-4570 if you have any questions.

1. Make a copy of your (and your spouse's) 2007 financial documents (signed Federal income tax forms, Schedules, W-2 forms, etc.).
2. Complete and sign this worksheet.
3. Drop off or mail the completed worksheet along with a **signed** copy of the financial documents to the following address:

University of San Diego School of Law  
Office of Financial Aid  
5998 Alcalá Park  
San Diego, CA 92110-2492

**NOTE:** If other documentation is needed to complete your financial aid application, additional information or instructions will be requested on the Special Institutional Request(s), section F, of this Verification Worksheet.

**What you should do:**

**What The Law Says:**

- We have the right to review the requested information under the Financial Aid Program rule (C.F.R. Title 34, Part 668).
- We have the right to ask you for information before you are awarded any financial aid. See the instructions in the Free Application For Federal Student Aid (FAFSA).

**A: Student Information**

1 _____	_____	_____
Last Name	First Name	Middle Initial
2 _____	_____	_____
Your Address (include Apt. No.)	City	State ZIP Code
3 _____	4 _____	5 _____
Social Security Number	Date of Birth	Area Code Phone Number

**B: Family Information**

List the people that you (and your spouse) will support between July 1, 2008 and June 30, 2009. Include:

- yourself
- your spouse
- your children (if you provide more than half of their support).

Include other people only if:

- they now live with you and you provide more than half their support AND
- will continue to provide more than half their support from July, 1, 2008 through June 30, 2009.

Write the names of all household members. Also write in the name of the college for any family members who will be attending college at least half-time between July 1, 2008 and June 30, 2009, and will be enrolled in a degree or certificate program. If you need more space, attach a separate page.

Full Name	Age	Relationship	College
		The Student (Self)	USD School of Law

**C: Student's Tax Forms and Income Information**

1 Check one box only. Tax returns include the 2007 IRS Form 1040, 1040A, 1040EZ, Telefile tax record, e-file record, a tax return from Puerto Rico or a foreign income tax return. If you did not keep a copy of the tax return, request an RTFTP printout or Letter 1722 from the Internal Revenue Service (IRS) or a copy of your return from your tax preparer. The IRS phone number is 1-800-TAX-1040.

- Check and attach signed tax return. *(Don't complete Section C, #3.)*
- Check and complete: signed tax return will be mailed to the school by \_\_\_\_\_ (date). *(Don't complete Section C, #3.)*
- Check here if you will not file and are not required to file a 2007 U.S. Income Tax Return. *(You must complete Section C, #2 & #3 below.)*

2 Amounts received for child support and other untaxed income (see worksheet A of the Free Application for Federal Student Aid).

Sources of untaxed income	2007 Amount	Other sources of untaxed income	2007 Amount
a. Child Support	\$	d.	\$
b. Social Security (non taxed)	\$	e.	\$
c. Welfare (including TANF)	\$	f.	\$

3 If you did not file and are not required to file a 2007 Federal income tax return, list below your employer(s) and any income received in 2007.

Sources (use the W-2 form or other earnings statements.)	2007 Amount

**D: Spouse's Tax Forms and Income Information (If student is married)**

1 Check one box only. Tax returns include the 2007 IRS Form 1040, 1040A, 1040EZ, Telefile tax record, e-file record, a tax return from Puerto Rico or a foreign income tax return. If your spouse did not keep a copy of the tax return, request an RTFTP printout or Letter 1722 from the Internal Revenue Service (IRS) or a copy of your spouse's return from the tax preparer. The IRS phone number is 1-800-TAX-1040.

- Check here if you and your spouse did or will file a joint return. *(Don't complete Section D, #3.)*
- Check and attach signed tax return if your spouse filed a separate return. *(Don't complete Section D, #3.)*
- Check and complete: signed tax return will be mailed to the school by \_\_\_\_\_ (date). *(Don't complete Section D, #3.)*
- Check here if you will not file and are not required to file a 2007 U.S. Income Tax Return. *(You must complete Section D, #2 & #3 below.)*

2 Amounts received for child support and other untaxed income.

Sources of untaxed income	2007 Amount	Other sources of untaxed income	2007 Amount
a. Child Support	\$	d.	\$
b. Social Security (non taxed)	\$	e.	\$
c. Welfare (including TANF)	\$	f.	\$

3 If your spouse did not file and is not required to file a 2007 Federal income tax return, list below your spouse's employer(s) and any income received in 2007.

Sources (use the W-2 form or other earnings statements.)	2007 Amount

**E: Sign this Worksheet**

By signing this worksheet, I (we) certify that all of the information reported to qualify for Federal Student Aid is complete and correct. If married, spouse's signature is optional.

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

Student Signature (Student) \_\_\_\_\_ Date \_\_\_\_\_ Spouse's Signature \_\_\_\_\_ Date \_\_\_\_\_

**F: Institutional**

Special Institutional Request(s):

\_\_\_\_\_

Comments:

\_\_\_\_\_