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**INSTITUTIONAL VERIFICATION FORM  
(Independent Students)**

Financial Aid and Scholarships  
201 South 1460 East, Room 105  
Salt Lake City, UT 84112-9055  
(801) 581-6211; FAX: (801) 585-6350

**SECTION A: STUDENT INFORMATION**

List your Social Security Number, Student ID Number, your name, and your e-mail address. Use your proper name as it appears on your Social Security Card and academic records, not a nickname. If your name is different than the name indicated on your Social Security Card, you must update your records with the Social Security Administration.

**Student ID:**

Grid for Student ID number

**LAST Name:** \_\_\_\_\_

**\*Social Security Number:**

Grid for Social Security Number

**FIRST Name:** \_\_\_\_\_

**E-MAIL Address:** \_\_\_\_\_

**SECTION B: HOUSEHOLD INFORMATION**

**Include in the household:**

- Yourself;
- Your spouse, if you have one;
- Your children, if you will provide more than half of their support from July 1, 2011 through June 30, 2012.
- If the child is born after December 31, 2010, a birth certificate or medical documentation confirming the birth must be submitted.
- If expected unborn child is due by 06/30/2011, documentation must be provided confirming the anticipated date of birth.
- 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, 2011 through June 30, 2012.

**Include in the number in college (College Attending column below):**

- Yourself, as indicated;
- Other people in your household, if they will attend at least half time in 2011-2012, and they are in a program that leads to a college degree or certificate. Provide the actual or anticipated number of credit hours enrolled.

**Read all of Section B above to determine who to list in your household below**

Table with columns: FULL NAME(S) OF THOSE IN HOUSEHOLD, DATE OF BIRTH (Month/Year), RELATIONSHIP TO STUDENT, COLLEGE ATTENDING (If applicable), and INDICATE # OF HOURS ENROLLED (FALL '11, SPR '12, SUM '12). Includes a checkbox for more than six family members.

\*Privacy Act Notice: The University confidentially maintains your social security number for routine uses, such as facilitating document matching, verifying your identity, and expediting your enrollment and financial aid. Disclosure of your social security number is voluntary, but failure to provide your social security number may result in delay and confusion regarding your identity, and once admitted, could result in delay or loss of federal and state financial aid, tax credits, student loan deferments, veterans benefits, and other benefits under law.

**(Continue and complete opposite side)**

## SECTION C: REPORT 2010 INCOME INFORMATION

Attach a signed copy of your and your spouse's 2010 federal tax returns and schedules C and F (if filed), and provide a copy of all 2010 W-2s.

REPORT STUDENT INCOME INFORMATION ON THIS SIDE.

REPORT SPOUSE INCOME INFORMATION ON THIS SIDE.

<p><b><u>STUDENT INFORMATION:</u></b></p> <p><input type="checkbox"/> U.S. Form 1040</p> <p><input type="checkbox"/> U.S. Form 1040A/EZ</p> <p><input type="checkbox"/> Did not file (Please complete Non-filer Statement. See below***)</p>	<p><b><u>Answer all questions regarding the income you earned in 2010.</u></b></p> <p>Identify the type of Federal Tax Form filed in 2010. Attach a signed copy of your 2010 tax return with all schedules.</p>	<p><b><u>SPOUSE INFORMATION:</u></b></p> <p><input type="checkbox"/> U.S. Form 1040</p> <p><input type="checkbox"/> U.S. Form 1040A/EZ</p> <p><input type="checkbox"/> Did not file (Please complete Non-filer Statement. See below***)</p>
<b>Did you receive any of the following in 2010?</b>		
\$ Yr.	List child support received for all children. Don't include foster care or adoption payments. <b>List the names of all children in the blank area below for whom child support was received:</b>	\$ Yr.
\$ Yr.	List housing, food, and other living allowances that you received in 2010 (including cash and cash value of benefits received), <b>if</b> you were a member of the military, or clergy (e.g., <b>LDS missionaries</b> ). <i>Don't include value of on-base military housing or value of a basic military allowance for housing.</i>	\$ Yr.
\$	List veteran's non-education benefits, such as Disability, Death Pension, Dependency & Indemnity Compensation (DIC), and/or VA Educational Work-Study Allowances	\$
\$	List other untaxed income not reported in questions above, such as workers' compensation, disability, etc. <b>Don't include</b> student aid, earned income credit, additional child tax credit, welfare payments, untaxed Social Security benefits, Supplemental Security Income, Workforce Investment Act educational benefits, on-base military housing or a military housing allowance, combat pay (if you are not a tax filer), benefits from flexible spending arrangements (e.g., cafeteria plans), foreign income exclusion or credit for federal tax on special fuels.	\$
\$	List any money received or paid on your behalf (e.g., bills), <b>not</b> reported elsewhere on this form or on your tax return.	\$
<b>Report 2010 Exclusions to Income</b>		
\$ Yr.	List child support paid because of divorce or separation, or as a result of a legal requirement. <i>Do not include support for children included in your household size.</i> <b>List the names of all children in the blank area below for whom child support was paid:</b>	\$ Yr.
\$	List <b>taxable</b> earnings from need-based employment programs, such as Federal Work-Study and need-based employment portions of fellowships and assistantships.	\$
\$	List student grant and scholarship aid <b>reported to the IRS in your adjusted gross income.</b> Includes AmeriCorps benefits (awards, living allowances and interest accrual payments), as well as grant and scholarship portions of fellowships and assistantships.	\$
\$	List combat pay or special combat pay. Only enter amount that was taxable and included in your <b>adjusted gross income.</b> Don't enter untaxed combat.	\$
\$	List Earnings from work under a cooperative education program offered by a college.	\$

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

STUDENT SIGNATURE\*\*:

DATE:

\*\*You **MUST** sign and date this form. Your signature indicates that all information provided on this form is correct, and any requested documents will be provided to verify the reported amounts.

\*\*\* If you indicated that you did not file please complete the "Non-Filer Statement 11/12." This form may be obtained in our office, or on our web site under the "Applications & Forms" link: <http://www.sa.utah.edu/finance/FA/forms.htm>