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## Northwestern College 2012-2013 Verification Worksheet

Your application was selected for review in a process called "Verification." Northwestern will be verifying certain information regarding your family size and possibly federal tax information. Federal law requires us to collect this information before disbursing federal aid. If there are differences between your FAFSA application information and this worksheet and/or other financial documents, Northwestern may need to make corrections to the information on your FAFSA.

Please complete this verification form as soon as possible and return it to the Northwestern College Financial Aid Office so that your financial aid will not be delayed. Students will receive an award offer within two weeks once the verification process is complete.

## **READ CAREFULLY**

If you chose to do IRS data retrieval on the FAFSA and did not make any changes to your income information, complete and **SIGN the worksheet-you and at least one parent**. Submit the completed Verification worksheet to the Financial Aid Office.

If you did not do IRS data retrieval on the FAFSA or you made changes to your FAFSA after IRS data retrieval, you will need to complete and **SIGN the worksheet-you and at least one parent.** You will need to send the completed Verification Worksheet to the Financial Aid Office **WITH** a copy of the parent(s)' and student's **2011 IRS tax return transcript**. To obtain a free IRS tax return transcript, go to www.IRS.gov and click on the "Order a Return or Account Transcript" link, or call 1-800-908-9946. Make sure to request the "IRS tax return transcript" and not the "IRS tax account transcript."

A. Student Info	ormation			
Last Name	First name	M.I.	NWC ID number or last four digits of SSN	
Date of Birth			Phone number (include area code)	
B. Family Infor	mation			

List the people in your *parent(s)' household*, including:

- Yourself and your parent(s) (include stepparent) even if you don't live with your parents, 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, 2012 through June 30, 2013, 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, 2012 through June 30, 2013.

Write the names of all household members in the space(s) below. 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, 2012 and June 30, 2013, 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
		Student	Northwestern College

C. Student's Tax Forms and I	Dependent							
1. Check only one box below.  Check here if you requested IRS data retrieval on the FAFSA and DID NOT make any changes to the income information.  Check here if you made changes to the FAFSA after IRS data retrieval or if you did not do IRS data retrieval. You will need to attach and submit a 2011 IRS tax return transcript. A free IRS tax return transcript can be obtained by calling the IRS at 800-908-9946.  Check here if you will not file and are not required to file a 2011 U.S. Income Tax Return. You will need to submit a copy of ALL W-2s received in 2011.								
If you did not file and are not required t								
Source	ces	2011 Amount Earned	IRS W-2 Attached?					
Suzy's Auto Body Shop (example)		\$2,000	Yes					
D. Parent(s)' Tax Forms and I								
to attach and submit a copy of your the IRS at 800-908-9946.  Check here if your parent(s) will not the W-2s that your parents' received.	changes to the FAFSA after IRS data reparent(s) 2011 IRS tax return transcr of file and are not required to file a 20 red in 2011.	retrieval or if your parent(s) did not dipt. Your parent(s) can obtain a free I	lo IRS data retrieval. You will need IRS tax return transcript by calling I need to submit a copy of ALL of					
If your parents' did not file a 2011 US i		2011 Amount Earned	IRS W-2 Attached?					
Suzy's Auto Body Shop (example)		\$2,000	Yes					
<ul> <li>documentation of the receipt of S.</li> <li>Complete this section if one of the s</li> <li>One (or both) of the student's par of the person who paid the child s support was paid, and the total an</li> </ul>	y known as food stamps) any time duri on B of this worksheet received SNAF NAP benefits during 2010 and/or 201	ing the 2010 or 2011 calendar years.  benefits in 2010 or 2011. If asked by the control of the c	y the student's school, I will provide arent has indicated below the name mes of the children for whom child by the school, I will provide					
Name of Person Who Paid Child Support	Name of Person to Whom Child Support was Paid	Name of Child for Whom Support Was Paid	Amount of Child Support Paid in 2011					
Marty Jones	Chris Smith (example)	Terry Jones	\$6,000.00					
E. Sign this worksheet								
Each person signing this form certifies reported on it is completed and correct. least one parent must sign and date.		Submit this signed form to:  Northwestern College, Financial Aid Office  3003 Snelling Ave N						
Student	Date	St. Paul, MN 55113. Fax: 651-628-3332 Email: <u>financialaid@nwc.edu</u> Phone: 651-631-5212 or 866-853-2455						

Date

**Parent**