



2010-2011 VERIFICATION WORKSHEET FOR INDEPENDENT STUDENTS

All documents are required in the Financial Aid Office by June 1, 2010, the 10-11 priority processing date.

Verification documents are due within 28 days from the first request.

Your application was selected for review in a process called "Verification". In this process, Chattanooga State will be comparing information from your application (FAFSA) with signed copies of your and your spouse's 2009 Federal tax forms, W2 forms, and/or other financial documents. Federal law (34 CFR, Part 668) states 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 documents, Chattanooga State may need to make corrections.

Assist Chattanooga State with assisting you! To prevent delays in receipt of financial aid, complete this verification form, attach all required documents, and submit it to your financial aid administrator as soon as possible.

Remember, verification documents are due within 28 days from the first request.

Print clearly:

INSTRUCTIONS

1. Collect your and your spouse's financial documents (signed Federal income tax forms, tax schedules, W2 forms, etc.).
2. Complete and sign the worksheet.
3. Submit the completed worksheet, tax forms, and any other documents your school requests to the Financial Aid Office. Copies of tax documentation, etc., made in the Financial Aid Office are at student's own expense.
4. Your financial aid administrator will compare information on this worksheet and any supporting documents with the information you submitted on your application.

A

Last Name

First Name

MI

Student User ID

Address (include apt. #)

City

State

Zip

Date of Birth

Current Phone Number (Cell, Home, or Work)

FAMILY INFORMATION SECTION

List the people in your household.

Be sure to include:

- o Yourself and your spouse;
- o Your children **IF** you will provide more than half of their support from July 1, 2010 through June 30, 2011, or if the children would be required to provide parental information when applying for federal student aid; and
- o 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, 2010 through June 30, 2011.

Write in the name of the college for any household member who will be attending in a degree, diploma or certificate program at least half-time between July 1, 2010 and June 30, 2011. If you need more space, attach a separate page.

FULL NAME	AGE	RELATIONSHIP	COLLEGE
Demi Moore (example)	45	Wife	Chattanooga State
		Self	

