



# Verification Worksheet

2012-2013

Student Financial Aid Services:

Mrs. Fran Herman or Mrs. Linda Golan

Phone: (248) 414-6900 ext.102 or ext. 121

Fax: (248) 414-6907

Email: [fherman@mji.edu](mailto:fherman@mji.edu) or [lgolan@mji.edu](mailto:lgolan@mji.edu)

[www.mji.edu](http://www.mji.edu)

Your FAFSA was selected by the U.S. Department of Education for a review process called "Verification." **Verification must be completed before your financial aid can be finalized and before any aid will be credited to your student account.** If there are differences between your FAFSA and this information, we will update your FAFSA, recalculate your aid eligibility and send a revised financial aid award letter.

## INSTRUCTIONS:

Please complete **ALL** sections of this worksheet, attach requested documentation, sign and return to Student Financial Aid Services at Michigan Jewish Institute. **Incomplete worksheets will not be processed. Verification cannot be completed until all requested documents are received and reviewed.**

### Section A – Student Information

Student's Last Name

First Name

Middle Initial

Student Home Address

Social Security Number

City, State, ZIP, COUNTRY

Phone Number

Cell phone number

### Section B – Student Tax/Income Information

**Did or will you (and/or your spouse) file a Federal Income Tax Return for 2011? (Circle one) Yes No**

1. **If you answered YES**, update your FAFSA by using the IRS data retrieval tool or attach a copy of your (and your spouse's) 2011 **Federal** tax transcript, attach copies of your (and your spouse's) W-2s, and unemployment documents (if applicable).

- To use the IRS data retrieval tool, log into your FAFSA online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov).
- You can obtain a free federal tax transcript on the IRS website [www.irs.gov/individuals](http://www.irs.gov/individuals), or by calling 1-800-829-1040.

2. **If you answered NO**, attach a photocopy of your (and your spouse's) 2011 W-2s and unemployment documents (if applicable).

- If you did not receive a 2011 W-2 wage form(s), write total 2011 earnings here (write \$0 if none): \_\_\_\_\_
- I, \_\_\_\_\_, certify that I have not filed, and am not required to file an income tax return for the 2011 tax year.
- **Did you or will you (and/or your spouse file a foreign tax return (Circle One) Yes NO**
- **If you answered yes provide a signed and sealed translation of the foreign return**

### Section C – Parent Tax/Income Information (DEPENDENT STUDENTS ONLY)

**Did or will you (and/or your parent(s)) file a Federal Income Tax Return for 2011? (Circle one) Yes No**

1. **If you answered YES**, update your FAFSA by using the IRS data retrieval tool or attach a copy of your (and your spouse's) 2011 **Federal** tax transcript, attach copies of your (and your Parent(s)) W-2s, and unemployment documents (if applicable).

- To use the IRS data retrieval tool, log into your FAFSA online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov).
- You can obtain a free federal tax transcript on the IRS website [www.irs.gov/individuals](http://www.irs.gov/individuals), or by calling 1-800-829-1040

2. **If you answered NO**, attach a photocopy of your (and your spouse's) 2011 W-2s and unemployment documents (if applicable).

- If you did not receive a 2011 W-2 wage form(s), write total 2011 earnings here (write \$0 if none): \_\_\_\_\_
- I, \_\_\_\_\_, certify that I have not filed, and am not required to file an income tax return for the 2011 tax year.
- **Did you or will you (and/or your parent(s) file a foreign tax return (Circle One) Yes NO**
- **If you answered yes provide a signed and sealed translation of the foreign return.**

• Section D – Food Stamps (SNAP)

Did you receive food stamps in 2010 or 2011? YES NO

- If YES, please attach a copy of your Electronic Benefit Transfer (EBT) card.

Section E – Child Support Paid

If you paid child support in 2011 please complete the following information.

Child Support Recipient: \_\_\_\_\_ Name of Child(ren): \_\_\_\_\_

Amount paid in 2011: \_\_\_\_\_ Signature of Person Paying Support: \_\_\_\_\_

Section F – Household Information

Write the names and ages of **all household members**. Write the name of college for any household member, **excluding** your parent(s), who will be attending college, at least half-time (50%) between July 1, 2012 and June 30, 2013, and will be enrolled in a degree or certificate program.

**Dependent Students:** List the persons in your parent’s household; include:

- yourself, even if you don’t live with your parents,
- your parents (including stepparent)
- your parents’ other dependent children, if your parents will provide more than half of their support from July 1, 2012 through June 30, 2013, or they would be required to give parental information when applying for Federal Student Aid.
- other people if they now live with your parents, and your parents provide more than half (50%) of their support and will continue to provide more than half (50%) of their support from July 1, 2012 through June 30, 2013.

**Independent Student:** List the persons in your household; include:

- yourself,
- your spouse if married,
- your children, if you provide more than half (50%) of their support from July 1, 2012 through June 30, 2013
- other people that now live with you, if you 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.

Family Member’s Name	Age	Relationship to Student	Name of University/College
1		Self	Michigan Jewish Institute
2		Spouse or parent	
3			
4			
5			
6			
7			
8			
9			
10			

*By signing this form, I affirm that all information on this form and any attachments are complete and accurate to the best of my knowledge. If requested, I agree to provide documentation to support the information I have provided on this form. I understand that any false statements or misrepresentation may be cause for denial, reduction, withdrawal, and/or repayment of financial aid, and I may be subject to a fine, imprisonment or both, under provisions of the United States Criminal Code.*

\_\_\_\_\_  
Student Signature (Required)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent Signature (Required if the student is a dependent)

\_\_\_\_\_  
Date