

OTC Student ID# \_\_\_\_\_

OTC Date Stamp

Return to:  
Ozarks Technical Community College  
Financial Aid  
1001 East Chestnut Expressway  
Springfield, MO 65802  
Fax # 417-447-6938

## 2011 - 2012 Independent Verification Worksheet FEDERAL STUDENT AID PROGRAMS

Your FAFSA application was selected for review in a process called "Verification." In this process, the school will be comparing information from your FAFSA application with signed copies of your 2010 federal tax forms (and your spouse's if you are married), and W-2 forms or other financial documents. The law says we have the right to ask you for this information before awarding federal aid. If there are differences between your application information and financial documents, corrections may need to be submitted. Complete verification as soon as possible, so your financial aid will not be delayed.

### What you should do:

1. Collect your (and your spouse's if you are married) 2010 financial documents (signed federal income tax forms, W-2, etc.).
2. The Financial Aid office will compare information on these documents to your FAFSA and make corrections if necessary.
3. Forward the completed, signed worksheet, tax forms, and any required documents to the financial aid office.
4. Speak to Student Services if you have questions about completing this worksheet.

Your school must review the requested information, under the financial aid program rules (34 CFR, Part 668).

### A. Student Information

\_\_\_\_\_  
Last Name                                      First Name                                      M.I.                                      Social Security Number

\_\_\_\_\_  
Address (include apt.#)                                      City                                      State                                      Zip Code

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Date of Birth                                      (\_\_\_\_\_)\_\_\_\_\_-\_\_\_\_\_  
Phone Number (include area code)                                      (\_\_\_\_\_)\_\_\_\_\_-\_\_\_\_\_  
Cell phone number (include area code)

### B. Family Information

In the grid below list the people currently in **your household; including:**

- a) yourself, your spouse if married; and
- b) your children, if you provide more than half of their support from July 1, 2011 through June 30, 2012; and
- c) any other people if they now live with you and you provided 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.

**\*Write the names of all current household members in the grid below.** If you need more space, attach a separate page.

Full Name	Age	Relationship	College
<i>Example: Martha Jones</i>	<i>24</i>	<i>Sister</i>	<i>Central University</i>
		<i>Self</i>	<i>OTC</i>

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

**1. Check only one box below.** Tax returns include the 2010 IRS Form 1040 and Schedule C, if applicable, 1040A, 1040EZ, a tax return from Puerto Rico or a foreign income tax return. If you did not keep a copy of your tax return, request a copy from your tax preparer or the Internal Revenue Service by calling 1-800-829-1040.

- Check here if you are submitting a signed copy of your tax return
- Check here if you will not file and are not required to file a 2010 Income Tax Return

**2. If you did not file and are not required to file a 2010 Federal Tax Return, submit your 2010 W-2 form(s) and list below your employer(s) and any income received in 2010 (use the W-2 form or other earnings statements if available.)**

Employer/Sources	2010 Income
	\$
	\$
	\$

**C. Spouse's Tax Forms and Income Information**

**1. Check only one box below.** Tax returns include the 2010 IRS Form 1040 and Schedule C, if applicable, 1040A, 1040EZ, a tax return from Puerto Rico or a foreign income tax return. If you did not keep a copy of your tax return, request a copy from your tax preparer or the Internal Revenue Service by calling 1-800-829-1040.

- Check here if you are submitting a signed copy of your spouse's tax return
- Check here if your spouse will not file and is not required to file a 2010 Income Tax Return

**2. If your spouse did not file and is not required to file a 2010 Federal Tax Return, submit their 2010 W-2 form(s) and list below their employer(s) and any income received in 2010 (use the W-2 form or other earnings statements if available.)**

Employer/Sources	2010 Income
	\$
	\$
	\$

Student	<b>Calendar Year 2010 Amount</b>	Spouse
Record an amount or zero if no funds were received. Do not leave any blanks.		
\$	Payments to tax-deferred pensions and savings plans (paid directly or withheld from earnings), including, but not limited to, amounts reported on W-2 Form Boxes 12a-12d, codes D, E, F, G, H, and S.	\$
\$	Child support <b>received</b> for all children. Don't include foster care or adoption payments.	\$
\$	Housing, food, and other living allowances paid to members of the military, clergy and others - (including cash payments and cash value of benefits). <b>Don't include</b> the value of on-base military housing or the value of a basic military allowance for housing.	\$
\$	Veterans' non-education benefits, such as Disability, Death Pension, or Dependency & Indemnity Compensation (DIC) and/or VA Education Work-Study Allowance.	\$
\$	Other untaxed income not reported elsewhere, 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, combat pay, benefits from flexible spending arrangements (e.g., cafeteria plans), foreign income exclusion or credit for federal tax special fuels.	\$
\$	Money <b>received</b> or paid on your behalf, not reported elsewhere on this form.	\$

**D. Sign this Worksheet**

By signing this worksheet, I certify that all the information reported on it is complete and correct.  
**Warning: If you purposely give false or misleading information on this worksheet, you may be fined, sentenced to jail, or both.**

\_\_\_\_\_ Date \_\_\_\_\_  
**Student's Signature**