



Financial Aid Office
 855 North Vermont Avenue
 Los Angeles, CA 90029
 Phone (323) 953-4000 Ext. 2010
 Fax (323) 953-4029
 Email finaid@lacitycollege.edu

2011-2012 FEDERAL VERIFICATION WORKSHEET

WHAT IS VERIFICATION

Your application was selected for review in a process called Verification. Los Angeles City College will compare the information on your application with the information reported on signed copies of your (and your spouse's, if you are married) and your parent(s)' (if applicable) 2010 Federal tax forms or with W-2 forms or other financial documents. Federal law (34 CFR, Part 688) states that Los Angeles City College has the right to ask for your income and asset information before federal aid is awarded to you. If there are discrepancies between the information on your application and financial documents, you or Los Angeles City College may need to correct the information on your application.

Complete this worksheet as soon as possible to avoid any delay in the awarding of your financial aid. If you need assistance, the Financial Aid Office will assist you in completing this form.

WHAT YOU SHOULD DO

1. Collect your (and your spouse's) and your parents (if applicable) financial documents (signed Federal Income Tax forms, W-2 forms, etc.).
2. Talk to a Financial Aid Staff Member, if you have questions about completing this worksheet.
3. Complete and sign the worksheet - you and at least one parent (if applicable).
4. Submit the completed worksheet, tax forms, and any other required documents to the Financial Aid Office.
5. The Financial Aid Office will compare the information on this worksheet and other supporting documents with the information on your application. If necessary, you or the Financial Aid Office may need to make corrections on your application before it can process your financial aid application.

A. STUDENT INFORMATION

Social Security Number																				
Last Name																				
First Name										MI										

B. FAMILY INFORMATION

List the people in your **or** your parent's household. Include:

- yourself, and your spouse if you have one; or yourself and your parent(s) including stepparent(s) even if you don't live with your parents, **and**
- your children, if you will provide more than half of their support from July 1, 2011 through June 30, 2012, **and/or**
- your parent's other children, even if they don't live with your parent(s), if your parent(s) will provide more than half of their support from July 1, 2011 through June 30, 2012 or the children would be required to provide parental information when applying for Federal Student Aid, **and/or**
- other people if they now live with you or your parent(s), and you or your parent(s) 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. **Please provide additional explanation on a Special Circumstance Form, if including other people in your household.**

Attach a separate page if you need additional space.

Full Name (include your own name)	Age	Relationship (write "self" for yourself)	If person is attending college at least half-time between July 1, 2011 through June 30, 2012, and will be enrolled in a degree or certificate program , please write in name of college

Please complete the back of this form

C. STUDENT'S (and spouse's, if applicable) Tax Forms and Income Information (all applicants)

1. Check one box only. Tax returns include the 2010 IRS Form 1040, 1040A, 1040EZ, a tax return from Puerto Rico, or a foreign income tax return. If you did not keep a copy of the tax return, request a copy from your tax preparer or call the IRS at 1-800-829-1040 to request a copy of an Internal Revenue Service form that lists tax account information.

- Check here and attach signed tax return.
- Check here if you will not file and are not required to file a 2010 Income Tax Return.

2. List amounts received for child support and other untaxed income. (See Worksheets A & B of the Free Application for Federal Student Aid).

Sources of Untaxed Income	2010 Annual Amount	Sources of Untaxed Income	2010 Annual Amount
a. Child Support		d. General Relief	
b. Social Security (non-taxed)		e. Assistance From Family/Friends	
c. Welfare (including TANF)		f. Other	

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

NAME OF EMPLOYER (Use the W-2 form or other earnings statements, if available)	2010 Annual Amount Earned
	\$
	\$
	\$

D. PARENT(S)' Tax Forms and Income Information

1. Check one box only. Tax returns include the 2010 IRS Form 1040, 1040A, 1040EZ, a tax return from Puerto Rico, or a foreign income tax return. If your parent(s) did not keep a copy of the tax return, they must request a copy from the tax preparer or call the IRS at 1-800-829-1040 to request a copy of an Internal Revenue Service form that lists tax account information.

- Check here and attached signed tax return.
- Check here if your parent(s) will not file and are not required to file a 2010 Income Tax Return.

2. List amounts received for child support and other untaxed income. (See Worksheets A & B of the Free Application for Federal Student Aid)

Sources of Untaxed Income	2010 Annual Amount	Sources of Untaxed Income	2010 Annual Amount
a. Child Support		d. General Relief	
b. Social Security (non-taxed)		e. Assistance From Family/Friends	
c. Welfare (including TANF)		f. Other	

3. If your parent(s) did not file and are not required to file a 2010 Federal income tax return, list below your parent(s) employer(s) and any income they received in 2010 (use the W-2 form or other earnings statements, if available).

NAME OF EMPLOYER (Use the W-2 form or other earnings statements, if available)	2010 Annual Amount Earned
	\$
	\$
	\$

E. Sign this Worksheet

By signing this worksheet, **I (WE)** certify that all the information reported on this worksheet is complete and correct. At least one parent (if applicable) must sign below.

Student Date

Parent (if applicable) Date

- WARNING -
If you purposely give false or misleading information on this worksheet to receive financial aid, you may be fined \$20,000, sent to prison, or both.