

**Texas Christian University**  
*Office of Scholarships and Student Financial Aid*

**2009-2010 FEDERAL VERIFICATION WORKSHEET  
DEPENDENT STUDENT SUPPLEMENTAL INFORMATION**

Your Free Application for Federal Student Aid (FAFSA) was selected for review in a process called "Verification". In this process, TCU will be comparing information from your FAFSA with signed copies of your and your parent(s)' 2008 federal tax forms and W-2 forms. If there are differences between the information reported on your FAFSA and your financial documents, TCU may need to make corrections.

**DEADLINES:** The deadline for submission of the verification worksheet and all other required verification documents is April 15, 2010 for students attending fall/spring, or November 26, 2009 for fall only students. Failure to submit verification documents will result in cancellation of all federal financial aid for 2009/2010.

**FAMILY MEMBERS:**

- ✓ List in section B of the verification worksheet all family members, including your parent(s), who reside in your household. Do not include foster children.
- ✓ Complete the 'College' column for those family members, **excluding parents**, who will be enrolled at least half-time (6 credits or more) during the 2009-2010 academic year in a program leading to an undergraduate degree or certificate.
- ✓ If you include any other people in the household over 24 years of age (i.e. grandparents, aunt/uncle, brother/sister) you must attach an explanation of how you provide over 50% of their support. Include in the explanation amounts of support you provide (i.e. housing, food, transportation, etc.) and any income they receive. If no explanation is provided, the person/s will be excluded from the household.

**SEPARATION OR DIVORCE:**

If your parents are separated or divorced, please have the custodial parent (as determined on the FAFSA) complete the verification form. If the custodial parent has remarried, also include the stepparent's info.

**TAXES:**

- ✓ If you and/or your parents filed a 2008 federal tax return, submit a signed copy to TCU Office of Scholarships and Student Financial Aid. The parent's tax return must be signed by at least one parent.
- ✓ Submit copies of all W-2's to TCU Office of Scholarships and Student Financial Aid.
- ✓ If you and/or your parents filed a tax extension for 2008, submit a copy of the IRS tax extension Form 4868 and all W-2's. The verification process cannot proceed until a signed copy of the actual 2008 federal tax return is submitted to TCU Office of Scholarships and Student Financial Aid.

**UNTAXED INCOME:**

Complete worksheet sections C (student) and D (parents). If you did not receive any form of untaxed income, enter 0's. **Do not leave blank.**

**QUESTIONS AND SUBMISSION OF FORMS:**

Questions regarding the verification worksheet or the verification process should be directed to TCU Office of Scholarships and Student Financial Aid at 817-257-7858. Submit the completed and signed verification worksheet and all required documents by either mail or fax to:

Texas Christian University  
Office of Scholarships and Student Financial Aid  
TCU Box 297012  
Fort Worth, TX 76129  
Or  
Fax: 817-257-7462

**PLEASE REVIEW THE VERIFICATION WORKSHEET FOR ACCURACY OF INFORMATION AND FOR  
APPROPRIATE SIGNATURES BEFORE SUBMISSION.**

**Texas Christian University  
2009-2010 Verification Worksheet  
Dependent**

**A. STUDENT INFORMATION:**

<hr/>	<hr/>	<hr/>	<hr/>
<b>Last Name</b>	<b>First Name</b>	<b>MI</b>	<b>TCU ID</b>
<hr/>			<hr/>
<b>Address</b>			<b>Date of Birth</b>
<hr/>			<hr/>
<b>City</b>	<b>State</b>	<b>Zip</b>	<b>Phone Number</b>

**B. HOUSEHOLD INFORMATION OF CUSTODIAL PARENT(S):**

Custodial parent's current marital status:

- Separated/divorced     
  Single     
  Married     
  Widowed

List below all members of your parents' household who receive more than half of their support from your parent(s). Include yourself and your parent(s). Also list your parents' other children who do not reside in the household if your parent will provide more than half of their support from **July 1, 2009 through June 30, 2010**. Include the name of the college for any household member, excluding a parent, who will be attending college at least half-time (6 credits) between **July 1, 2009 and June 30, 2010**, and will be enrolled in an undergraduate degree, diploma, or certificate program.

Full Name	Age	Relationship	College 2009/2010
		Self	TCU
		Parent	-----

\*\*\* If you include other individual(s) 24yrs or older (i.e. Grandparent, siblings), please attach explanation of support.

Texas Christian University 2009-2010 Verification Worksheet

**C. STUDENT:**

**2008 untaxed income-PER YEAR (If none, enter \$0; do not leave blank.):**

\$ \_\_\_\_\_ Veterans' non-education benefits such as Disability, Death Pension, DIC and/or VA Educational Work-Study allowances.  
\_\_\_\_\_ Money received, or paid on your behalf (i.e. bills), not reported elsewhere on this form. Do not include amounts received from or paid by a parent.  
\_\_\_\_\_ Any other untaxed income or benefits not reported elsewhere, such as untaxed pensions, workman's compensation (Do not include student aid, earned income credit, additional child tax credit, welfare payments, educational benefits, combat pay, benefits from flexible spending arrangements, foreign income exclusion or credit for federal tax on special fuels.

**2008 federal income tax return:**

Have filed       Will file by \_\_\_\_\_       Will not file

If you will not file a tax return, list all sources of income and amounts:

\_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ \$ \_\_\_\_\_

**D. PARENTS:**

**2008 untaxed income-PER YEAR (If none, enter \$0; do not leave blank.):**

\$ \_\_\_\_\_ Veterans' non-education benefits such as Disability, Death Pension, DIC and/or VA Educational Work-Study allowances.  
\_\_\_\_\_ Money received, or paid on your behalf (i.e. bills), not reported elsewhere on this form.  
\_\_\_\_\_ Any other untaxed income or benefits not reported elsewhere (Do not include student aid, Earned income credit, additional child tax credit, welfare payments, educational benefits, combat pay, benefits from flexible spending arrangements, foreign income exclusion or credit for federal tax on special fuels.

**2008 Child Support-PER YEAR (If none, enter \$0; do not leave blank.)**

\$ \_\_\_\_\_ Child support received for ALL children in your household.  
\_\_\_\_\_ Child support paid. (Do not include support for children in your household).

Texas Christian University 2009-2010 Verification Worksheet

**D. PARENTS-continued**

**2008 Federal income tax return:**

Have filed       Will file by \_\_\_\_\_       Will not file

If you will not file a tax return, list all sources of income and amounts:

_____	\$ _____
_____	\$ _____
_____	\$ _____

**E. CERTIFICATION:** By signing this form, we certify that all information reported is complete and accurate. (At least one parent must sign)

Student's signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent's signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Return this form by mail or fax to:*

***TCU Office of Scholarships and Student Financial Aid  
TCU Box 297012\*Fort Worth\*TX\*76129  
Fax: 817-257-7462***

---

**\*\*\*TCU Admin Only\*\*\***

- LOWS***
- SPECOND***
- EFC*** \_\_\_\_\_ / \_\_\_\_\_
- Award Adjustments***
- ISIR Set to Send***