HAMLINE UNIVERSITY

Financial Aid Verification Worksheet 2013-2014
Independent Student

Name of Student (please print)	Contact Phone Number	Hamline ID or SSN	Student Type (circle)
			Undergraduate OR Post-Bac

This form is required because you were selected for FAFSA verification. In order to receive financial aid, you must complete all the sections below and provide the required documentation.

Section 1 INCOME To verify your income, you must select one of the options listed below and follow the corresponding directions. Information about the IRS Data Retrieval Tool and how to order Tax Return Transcripts can be found at www.hamline.edu/verification.

Student	Spouse* (if filed separately)	
☐ Yes	☐ Yes	I already did or will transfer my 2012 tax information, unchanged, using the IRS Data Retrieval Tool during the Financial Information section of the FAFSA online; **OR**
☐ Yes	☐ Yes	I will order a Tax Return Transcript and send a copy to the Office of Financial Aid; **OR**
☐ Yes	☐ Yes	I have filed an official tax extension with the IRS. Contact the Office of Financial Aid; **OR**
☐ Yes	☐ Yes	I was not employed and had no income earned from work in 2012; **OR**
☐ Yes	☐ Yes	I was employed and earned income in 2012, but I will not file and am not required to file federal taxes. If so, list all sources and amounts of income for 2012 in the box below and also attach copies of any W-2 forms received from your employers.

Only those who mark the last option need to complete the chart to the right.

INCOME SOURCE	STUDENT	SPOUSE*	Did you receive a W-2?
	$	$	Yes No
	$	$	Yes No
	$	$	Yes No
	$	$	Yes No

Section 2 CHILD SUPPORT PAID Mark the correct boxes and follow corresponding directions.

STUDENT: ☐ I did **not** pay child support in 2012.
OR
☐ I did pay child support in 2012.

SPOUSE*: ☐ I did **not** pay child support in 2012.
OR
☐ I did pay child support in 2012.

Individuals who indicate that they paid child support must complete the box to the right.

Name of parent who paid child support	Amount paid per month in 2012	Name of parent to whom child support was paid	Name of child for whom child support was paid
	$_____/month		
	$_____/month		
	$_____/month		
	$_____/month		

Section 3 SNAP/FOOD STAMPS Mark the correct box.

☐ No one in our household received SNAP/Food Stamps in 2011 or 2012.
OR
☐ Someone in our household received SNAP/Food Stamps in 2011 or 2012.

Section 4 FAMILY INFORMATION Please complete the following chart using the guidelines below.

When filling out the form, please include:

- Yourself,
- Your spouse, if you are married,
- Your children (if any) if you will provide more than half of their support from July 1, 2012 to June 30, 2013, and
- Other people if they live with you now and you provide more than half of their support and you will continue to provide more than half of their support through June 30, 2013.

Name	Age	Relationship to student	College or University this person will attend in 2013-2014	Full-time or half-time	Year in school during 2013-2014
		Student	Hamline University		

* * * * * Everyone must read the following information and sign below * * * * *

I certify that the information reported on this form and/or attached to it, is correct to the best of my knowledge and belief. I authorize Hamline University to correct my FAFSA data based on this information. I authorize the release of my financial aid application information and transcripts to scholarship and/or financial aid committees considering my eligibility. My signature below indicates that all the information reported is true and correct.

Must be signed by hand, electronic signatures not accepted

Student Signature _____ **Date** _____

WARNING: If you purposely give false or misleading information on this worksheet, you may be fined, sentenced to jail, or both.

***Note: Spouse information is required if married and their financial information was used to calculate the student's financial aid.**

MAIL, FAX, OR EMAIL COMPLETED FORM TO: Hamline University Office of Financial Aid, MS-C1915, 1536 Hewitt Avenue, St. Paul, MN 55104-1284 Phone: 651.523.3000 Fax: 651.523.2585 Email: finaid@hamline.edu