



Student Financial Aid Office
 finaid@hagerstowncc.edu
 FAX: 301-791-9165

Available 24/7
 Go to www.hagerstowncc.edu:
 Proceed to paying for college,
 click on the icon for FA TV.

2011-2012 Verification Worksheet Dependent Student

Your application was selected for review in a process called "Verification." In this process, the Financial Aid Office will be comparing information from your application with signed copies of your and your parent(s)' 2010 Federal tax forms, and/or 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 your financial documents, you or the Financial Aid Office may need to make corrections electronically or by using your Student Aid Report (SAR).

Instructions: Complete all pages of this verification form and submit it to Hagerstown Community College Financial Aid Office as soon as possible, so that your financial aid won't be delayed. Please contact us if you need any additional information to fill out this form.

A. Student Information

Last Name	First Name	MI	HCC ID Number
Address (include apt. #)			Date of Birth
City	State	Zip	Phone Number
			E-mail Address

B. Family Information

List the people in your **parent(s)' household**, including:

- **Yourself** and **your parent(s)** (including stepparent) **even if you don't live with your parents**, and
- **Your parents' other children**, even if they don't live with your parent(s), if (a) your parents will provide more than half of their support from July 1, 2011 through June 30, 2012, or (b) the children would be required to provide parental information when applying for Federal Student Aid, and
- **Other people** if they now live with your parents, and your parents 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.

Write the names of all household members in the space(s) below. Also write in the name of the college for any household member, excluding your parent(s), who will be attending at least half time between July 1, 2011 and June 30, 2012, and will be enrolled in a degree, diploma, or certificate program. If you need more space, attach a separate page.

Full Name	Age	Relationship	Attending College 6 credits or more? **
<i>(example) Martha Jones</i>	<i>24</i>	<i>wife</i>	<i>City University</i>
		Self	

In 2009 or 2010, did you, your parents or anyone in your parents' household receive benefits from any of the federal programs listed below? If yes, circle all that apply. If none apply to the household, Check here:

Supplemental Security Income	Food Stamps	Free or Reduced Price Lunch	TANF (Cash Assistance)	WIC Nutrition Program for Women and Children
------------------------------	-------------	-----------------------------	------------------------	--

C. Student's Tax Forms and Income Information Dependent

- Check only one box below. 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 your tax return, request a copy from your tax preparer or request an Internal Revenue Service form that lists tax account information. Call the IRS at (301) 797-6624 for assistance.
 - Check here if you are attaching a **signed copy** of your tax return & **all W2's**.
 - Check here if you will not file and are not required to file a 2010 U.S. Income Tax Return.
- 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 earnings statements and submit copies with this form).

Source (Employer)	2010 W2 Income
	\$
	\$

3. **Untaxed income and Additional Financial Information, if none enter 0:**

Sources of Untaxed Income	2010 Amount	Additional Financial Information	2010 Amount
a. Child Support Received	\$	a. Child Support Paid	\$
b. Worker's Compensation	\$	b. Work Study Income Amount	\$
c. Untaxed Pensions	\$	c. Veterans Non-Educational Benefits	\$
d. Other: _____	\$	d. Other: _____	\$

D. Parent(s)' Tax Forms and Income Information

- Check only one box below. 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 your tax return, request a copy from your tax preparer or request an Internal Revenue Service form that lists tax account information. Call the IRS at (301) 797-6624 for assistance.
 - Check here if you are attaching a **signed copy** of your tax return & **all W2's**.
 - Check here if you will not file and are not required to file a 2010 U.S. Income Tax Return.
- 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 earnings statements and submit copies with this form).

Source (Employer)	2010 W2 Income
	\$
	\$

3. **Untaxed income and Additional Financial Information, if none enter 0:**

Sources of Untaxed Income	2010 Amount	Additional Financial Information	2010 Amount
a. Child Support Received	\$	a. Child Support Paid	\$
b. Worker's Compensation	\$	b. Work Study Income Amount	\$
c. Untaxed Pensions	\$	c. Veterans Non-Educational Benefits	\$
d. Other: _____	\$	d. Other: _____	\$

E. Asset Information

Student

As of today, what is your (and your spouse's) total current balance of cash, savings, and checking accounts? Do not include student financial aid. Enter Zeroes if none.	\$
As of today, what is the net worth of your (and your spouse's) investments, including real estate (not your home)? <i>See notes on bottom of form.</i> Enter Zeroes if none.	\$
As of today, what is the net worth of your (and your spouse's) current businesses and/or family owned businesses and/or investment farms? Do not include a farm that you live on and operate. <i>See notes on bottom of form.</i> Enter Zeroes if none.	\$

Parent(s)

As of today, what is your parent's total current balance of cash, savings, and checking accounts? Enter Zeroes if none.	\$
As of today, what is the net worth of your parent's investments, including real estate (not their home)? <i>See notes on bottom of form.</i> Enter Zeroes if none.	\$
As of today, what is the net worth of your parent's current businesses and/or family owned business and/or investment farms? Do not include a farm that your parents live on and operate. <i>See notes on bottom of form.</i> Enter Zeroes if none.	\$

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

F. Signatures

Each person signing this form certifies that all the information reported on it is complete and correct. The student and at least one parent must sign and date.

_____	_____	_____	_____
Student	Date	Parent's/Stepparent's Signature	Date

Notes for Asset Questions

Net worth means current value minus debt. If net worth is negative, enter 0.

Investments include real estate (do not include the home you live in), trust funds, UGMA and UTMA accounts, money market funds, mutual funds, certificates of deposit, stocks, stock options, bonds, other securities, installment and land sale contracts (including mortgages held), commodities, etc.

Investments also include qualified educational benefits or education savings accounts (e.g. Coverdell savings accounts, 529 college savings plans and the refund value of 529 prepaid tuition plans). For a student who does not report parental information, the accounts owned by the student (and/or the student's spouse) are reported as student investments in question 42. For a student who must report parental information, the accounts are reported as parental investments in question 90, including all accounts owned by the student and all accounts owned by the parents for any member of the household.

Investments do not include the home you live in, the value of life insurance, retirement plans (401[k] plans, pension funds, annuities, non-education IRAs, Keogh plans, etc.) or cash, savings and checking accounts already reported in questions 41 and 89. Investments also do not include UGMA and UTMA accounts for which you are the custodian, but not the owner. Investment value means the current balance or market value of these investments as of today. Investment debt means only those debts that are related to the investments.

Business and/or investment farm value includes the market value of land, buildings, machinery, equipment, inventory, etc. Business and/or investment farm debt means only those debts for which the business or investment farm was used as collateral.

Business value does not include the value of a small business if your family owns and controls more than 50 percent of the business and the business has 100 or fewer full-time or full-time equivalent employees. For small business value, your family includes (1) persons directly related to you, such as a parent, sister or cousin, or (2) persons who are or were related to you by marriage, such as a spouse, stepparent or sister-in-law.

Investment farm value does not include the value of a family farm that you (your spouse and/or your parents) live on and operate.