

# INDEPENDENT STUDENT VERIFICATION



Academic Year 2012–2013

## DIRECTIONS

**PLEASE read instructions carefully, complete both pages, and sign this form on page 2.** Your financial aid application was selected for review in a process called “verification.” We can resume processing your application when this form and all required documentation have been submitted. To be considered for financial aid the documentation must be submitted by your last date of eligible enrollment, or the date listed below that corresponds with your last term of enrollment, whichever is first:

- **Fall term 2012: December 6, 2012**
- **Spring term 2013: May 5, 2013**
- **May/summer 2013: July 19, 2013**

In the verification process we compare the information you provide on this form and your 2011 tax returns to the information provided on your Free Application for Federal Student Aid (FAFSA). If the information on your FAFSA differs from the information on your financial documents, your application data will be corrected. Your financial aid award amounts will reflect those changes. **Please be sure to write your (the student’s) name and either University ID number or SSN on all tax documents submitted.**

### Return this form

#### By mail to:

One Stop Student Services  
University of Minnesota, Twin Cities  
PO Box 835  
Minneapolis, MN 55440

#### On campus at:

333 Science Teaching & Student Services  
130 West Bank Skyway  
130 Coffey Hall

#### Questions?

Phone: 612-624-1111  
TTY (hearing impaired): 612-626-0701  
Email: onestop@umn.edu

To ensure privacy online, open in Adobe Reader (free at Adobe.com). Please add the required signature(s) in blue or black ink.

### STEP 1. Student information

Name (last, first, middle initial)	Birth date (mm/dd/yyyy)	Social Security number	University ID
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### STEP 2. Student household information

#### PLEASE READ AND COMPLETE THIS SECTION CAREFULLY

List the name, birth date, and relationship of all eligible household members whom you (and/or your spouse) will support between July 1, 2012 and June 30, 2013. If anyone listed is or will be **enrolled in a degree or certificate program at least half time** during those dates (July 1, 2012 to June 30, 2013), provide the name of the postsecondary institution s/he will attend. You may later be required to confirm enrollment of any family member attending college at least half time. Eligible household members include the following:

- yourself (and your spouse, if you have one)
- your children, if you will provide **more than half** their support and you will continue to provide more than half their support from July 1, 2012, through June 30, 2013.
- other people, if they now live with you, receive **more than half** their support and will continue to receive more than half their support from you from July 1, 2012, through June 30, 2013.
- for family members enrolled at least half time in a postsecondary institution, report the program level in which they are enrolled—**PSEOP** (Post-secondary Enrollment Options Program, i.e. college attendance prior to high school graduation), **undergraduate**, or **graduate**.

Name	Birth date (mm/dd/yyyy)	Relationship to student	Postsecondary institution s/he will attend at least half time from July 1, 2012 to June 30, 2013	Program level (PSEOP, undergraduate, or graduate)
1.		self	University of Minnesota, Twin Cities	
2.		spouse		
3.				
4.				
5.				

**More than five household members? YOU ARE REQUIRED TO ATTACH A LIST** of the additional household members. Your list must provide all of the information requested above for each additional person listed. Your aid may increase with this information.



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### STEP 3. U.S. or foreign income

#### STUDENT SECTION

As a student, please indicate by checking the appropriate box whether you filed a 2011 U.S. federal income tax return. Follow the instructions and submit the required documentation for the statement you selected. Please read all statements before selecting an option.

**If you filed a 2011 income tax return:**

- Yes, I filed a 2011 income tax return and will submit a signed copy of my 2011 income tax return with this form, OR  
 Yes, I filed a 2011 U.S. federal income tax return and have transferred my tax data using the FAFSA IRS Data Retrieval tool.

You may transfer your tax data from the IRS to your FAFSA using the Department of Education's IRS Data Retrieval tool. The tool is available at FAFSA.gov. Most filers will be eligible to use the retrieval tool; however, if you meet one of the restrictions the tool will let you know. We will receive your data within a few days of the successful transfer and will accept this confirmation in place of copies of tax returns.

**If you did not file a 2011 income tax return:**

- I did not work in 2011.  
 I worked in 2011, but was not required to file an income tax return. I have enclosed copies of my W-2 forms and listed my employers and income on the table below:

Name of employer or source of income	2011 student income amount
	\$
	\$
	\$

If you are married, continue with the spouse section below. If you are unmarried, please go to STEP 4.

#### SPOUSE SECTION

As a spouse, please indicate below, by checking the appropriate box, whether you filed a 2011 income tax return. Follow the instructions and submit the required documentation for the statement you selected. Please read all statements before selecting an option.

**If you filed a 2011 income tax return:**

- Yes, I/we filed a 2011 income tax return and will submit a signed copy of my/our 2011 federal or foreign income tax return.  
 Yes, I/we filed a 2011 U.S. federal income tax return and have transferred our tax data using the FAFSA IRS Data Retrieval tool.

You may transfer your tax data from the IRS to your FAFSA using the Department of Education's IRS Data Retrieval tool. The tool is available at FAFSA.gov. Most filers will be eligible to use the retrieval tool; however, if you meet one of the restrictions the tool will let you know. We will receive your data within a few days of the successful transfer and will accept this confirmation in place of copies of tax returns.

**If you did not file a 2011 income tax return:**

- I did not work in 2011.  
 I worked in 2011, but was not required to file an income tax return. I have enclosed copies of my W-2 forms and listed my employers and income on the table below:

Name of employer or source of income	2011 spousal income amount
	\$
	\$
	\$

### STEP 4. Certification

You must sign this form certifying that the information you provided is true. Misrepresentation of facts in connection with this form may be sufficient cause, in and of itself, for cancellation or repayment of financial aid whenever discovered.

Student's signature (required)	Date signed
Spouse's signature (optional)	Date signed