בס"ד

Hebrew Theological College
2010-2011 Verification Worksheet
Federal Student Aid Programs

Your application was selected by the U.S. Dept. of Education for review in a process called "verification." In this process, we are required by law to compare the information from your application with the information provided on this form and with signed copies of your 2009 federal tax forms (and your spouse's if you are married, or parents' if you are considered dependent for federal aid purposes). If there are differences between your application and the documents you've submitted, corrections may need to be made by our office. **We cannot complete processing your financial aid until verification has been completed, so please provide the required documents as soon as possible.**

What you should do:
1. Collect your (and your spouse's or parents') 2009 financial documents (signed Federal income tax forms, W-2, etc.).
2. **Complete each section and sign the worksheet** - you and your parents (if you are required to provide their income information).
3. Contact us at (847) 982-2500 if you have questions about completing this worksheet.
4. Bring, fax or mail the completed worksheet, tax forms, and any other documents to our office.
5. We will compare the information on these documents and make corrections if necessary.

A. Student Information

Last Name *First Name* *M.I.* *Social Security Number*

Address (include apt. #) *City* *State* *Zip Code*

Date of Birth *E-mail Address* *Phone Number (include area code)*

B. Family Information – check appropriate box

☐ **Independent Students**: List the people in your household; include (a) yourself, your spouse if married; (b) your children, if you will provide more than half of their support from July 1, 2010 through June 30, 2011; and (c) any other people if they now live with you, and you provided more than half of their support and will continue to provide more than half of their support from July 1, 2010 through June 30, 2011.

☐ **Dependent Students**: List the people in your parent's household; include (a) yourself, your parent(s) you live with (include stepparent); (b) your parents' other children, even if they don't live with your parent(s), **if** (1) your parents will provide more than half of their support from July 1, 2010 through June 30, 2011, or (2) if they would be required to provide parental information when applying for Federal student aid; and (c) any other people if they now live with your parents, and your parents provided more than half of their support and will continue to provide more than half of their support from July 1, 2010 through June 30, 2011.

Write the names of all household members. Also write in the name of the college for any family member, excluding your parent(s), who will be attending college at least half time between July 1, 2010 and June 30, 2011, and will be enrolled in a degree diploma or certificate program. If you need more space, attach a separate page.

Full Name	Age	Relationship	College
Example: Ploni Almoni	*24*	*Brother*	*City University*
		Self	Hebrew Theological College

C. Tax Forms and Income Information

1. **All tax filers must submit a signed copy of all 2009 Federal Income Tax returns (includes the 2009 IRS Form 1040, 1040A, 1040EZ, Telefile Tax Record, a tax return from Puerto Rico or a foreign income tax return). Please check below those individuals that filed a tax return.**

   ☐ You ☐ Your spouse ☐ Your father (step) ☐ Your mother (step)

   If you did not keep a copy of your tax return, you must request a transcript of your account from the Internal Revenue Service by calling 1-800-829-1040.

2. **Check the box(es) below for those people who did not and are not required to file a 2009 Federal Income Tax Return. List below the employer(s) and any income received in 2009. Write "none" if no income was earned.**

   ☐ You ☐ Your spouse ☐ Your father (step) ☐ Your mother (step)

Name of Employer	Student Amount	Spouse or Parent(s) Amount

3. **Both tax filers and non-tax filers must list any UNTAXED income received in 2009. Be sure to enter zeros if no funds were received. These untaxed income items from Worksheets A and B of the FAFSA are not found on your tax return and we need you to verify that they are correct.**

Student (spouse)	Calendar Year 2009	Parent(s) (step-parent)
	FAFSA WORKSHEET B:	
$	Payments to tax-deferred **pensions** and savings plans (paid directly or withheld from earnings) including amounts reported on W-2 Form Box 12, codes D, E, F, G, H, and S. Include untaxed portions of 401(k) and 403(b) plans.	**$**
$	Child support received for all children. (**For Canada** include Canadian Child Credit.)	**$**
$	Housing, food, and other living allowances (**Parsonage) paid to or earned by Rabbis** (including cash payments and cash value of benefits).	**$**
$	Veterans' non-education benefits, such as disability, Death Pension or Dependency & Indemnity Compensation (DIC) and/or VA Educational Work-Study Allowances.	**$**
$	Any other untaxed income and benefits, not reported elsewhere, such as Workers' Compensation, untaxed portions of Railroad Retirement Benefits, Black Lung Benefits, Refugee Assistance, etc. Don't include student aid, WIA benefits, or benefits from flexible spending arrangements, e.g., cafeteria plans.	**$**
$	Cash or any money paid on your behalf, not reported elsewhere on this form.	**$XXXXXXXX**

D. Sign This Worksheet

By signing this worksheet, I (we) certify that all the information reported on this worksheet is complete and correct. If dependent, at least one parent must sign. **Warning**: If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.

_____ Date_____ _____ Date_____

Student's Signature Parent's Signature (Dependent Students Only)

Return to: Hebrew Theological College, 7135 N. Carpenter Road, Skokie IL 60077