

# St. Olaf College Verification Form 2008-2009

Your application was selected for a review in a process called “Verification.” In this process, St. Olaf will be comparing information from your application with signed copies of your and your parent(s)’ 2007 federal tax return and W-2 forms. Federal regulations require us to collect and compare this information before disbursing federal aid. If there are differences between your application and your financial documents, St. Olaf may need to make electronic corrections to the information reported on your FAFSA.

Please complete this form as soon as possible and return it to the St. Olaf College Financial Aid Office so that your financial aid will not be delayed.

## A. Student Information

Last Name	First Name	M.I.	Social Security Number
Address (include apt. no.)			St. Olaf I.D. Number (if you have one)
City	State	Zip Code	Phone number (include area code)

## B. Parent and Family Information

List the people in your *parents’ household*, include:

- 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, 2008 through June 30, 2009, or (b) the children would be required to provide parental information when applying for Federal Student Aid, and
- other people only if they now live with your parents, your parents provide more than half of their support, and your parents will continue to provide more than half of their support from July 1, 2008 through June 30, 2009.

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 college at least half time between July 1, 2008 and June 30, 2009, and will be enrolled in a program that leads to a college degree or certificate. If you need more space, attach a separate page.

Family Member’s Name	Age	Relationship to You	College to be Attended at Least ½-Time Between July 1, 2008–June 30, 2009	Year in College
You:		Self	St. Olaf College	

**C. Student's and Parent's Tax Forms and Income Information**

Along with this verification form you must submit signed copies of your and your parents' 2007 Federal tax returns (including all schedules) and copies of all W-2 forms. Tax returns include the 2007 IRS Form 1040, 1040A, 1040EZ, a tax return from Puerto Rico, another U.S. territory or a freely associated state, or a foreign income tax return.

Check only one box in the **STUDENT** section and one in the **PARENT** section. If you did not keep a copy of your tax return, request a copy from your tax preparer or request a **free** copy of a tax return *transcript* from the IRS by calling 1-800-829-1040.

<b>STUDENT</b>	<b>Check one box only</b>										
<input type="checkbox"/>	Check here if you are attaching a <i>signed</i> copy of your tax return.										
<input type="checkbox"/>	Check here if a <i>signed</i> federal income tax return has been or will be submitted by _____ (date).										
<input type="checkbox"/>	Check here if you have applied for a tax extension with the IRS until _____ (date).										
<input type="checkbox"/>	<p>Check here if you did not and are not required to file a 2007 federal income tax return. If you are not required to and did not file a 2007 federal tax return, enter your income information below.</p> <p><b>INCOME FROM ALL EMPLOYMENT DURING 2007</b>  <i>(Please list ALL employers below and attach W-2 forms from ALL employers.)</i></p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; width: 60%;">Employer</th> <th style="text-align: left; width: 40%;">Amount Earned</th> </tr> </thead> <tbody> <tr> <td>_____</td> <td>_____</td> </tr> <tr> <td>_____</td> <td>_____</td> </tr> <tr> <td>_____</td> <td>_____</td> </tr> <tr> <td>_____</td> <td>_____</td> </tr> </tbody> </table>	Employer	Amount Earned	_____	_____	_____	_____	_____	_____	_____	_____
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<b>PARENT</b>	<b>Check one box only</b>										
<input type="checkbox"/>	Check here if you are attaching a <i>signed</i> copy of your tax return.										
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<input type="checkbox"/>	Check here if you have applied for a tax extension with the IRS until _____ (date).										
<input type="checkbox"/>	<p>Check here if you did not and are not required to file a 2007 federal income tax return. List your income here only if you checked this box. List below your employer(s) and the amount earned in 2007.</p> <p><b>INCOME FROM ALL EMPLOYMENT DURING 2007</b>  <i>(Please list ALL employers below and attach W-2 forms from ALL employers.)</i></p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; width: 60%;">Employer</th> <th style="text-align: left; width: 40%;">Amount Earned</th> </tr> </thead> <tbody> <tr> <td>_____</td> <td>_____</td> </tr> <tr> <td>_____</td> <td>_____</td> </tr> <tr> <td>_____</td> <td>_____</td> </tr> <tr> <td>_____</td> <td>_____</td> </tr> </tbody> </table>	Employer	Amount Earned	_____	_____	_____	_____	_____	_____	_____	_____
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**DEPENDENT**

**C. Student's and Parent's Tax Forms and Income Information (cont).**

**EVERYONE WHO COMPLETED OR WILL COMPLETE A FAFSA MUST FILL IN THE WORKSHEETS BELOW. Below are Worksheets A, B, & C from the FAFSA. Please list amounts for only the 2007 Tax Year, Jan. 1, 2007–Dec. 31, 2007. (Please note separate columns for student & parent info.)**

STUDENT	PARENT	WORKSHEET A
\$	\$	Earned income credit from IRS Form 1040-line 66a; 1040A-line 40a; 1040EZ-line 8a
\$	\$	Additional child tax credit from IRS Form 1040-line 68 or 1040A-line 41
\$	\$	Welfare benefits, including Temporary Assistance for Needy Families (TANF). Do not include food stamps or subsidized housing.
\$	\$	Social Security benefits received, that were not taxed (such as SSI), for all household members. <i>Report benefits paid to parents in the Parent column and benefits paid directly to the student in the Student column.</i>
\$	\$	<b>TOTAL FOR WORKSHEET A</b>

STUDENT	PARENT	WORKSHEET B
\$	\$	Payments to tax-deferred pension and savings plans (paid directly or withheld from earnings), including, but not limited to, amounts reported on W-2 Form in Boxes 12a through 12d, codes D, E, F, G, H, and S
\$	\$	IRA deductions and payments to self-employed SEP, SIMPLE, and Keogh and other qualified plans from IRS Form 1040 — line 28 + 32 or 1040A – line 17
\$	\$	Child support you <i>received</i> for all children. Do not include foster care or adoption payments.
\$	\$	Tax exempt interest income from IRS Form 1040—line 8b or 1040A—line 8b
\$	\$	Foreign income exclusion from IRS Form 2555—line 45 or 2555EZ—line 18
\$	\$	Untaxed portions of IRA distributions from IRS Form 1040—lines (15a minus 15b) or 1040A—lines (11a minus 11b). Exclude rollovers. If negative, enter a zero here.
\$	\$	Untaxed portions of pensions from IRS Form 1040—lines (16a minus 16b) or 1040A—lines (12a minus 12b). Exclude rollovers. If negative, enter a zero here.
\$	\$	Credit for federal tax on special fuels from IRS Form 4136—line 17 (nonfarmers only).
\$	\$	Housing, food, and other living allowances paid to members of military, clergy, and others (including cash payments and cash value of benefits).
\$	\$	Veterans' noneducation benefits such as Disability, Death Pension, or Dependency & Indemnity Compensation (DIC), and/or VA Educational Work-Study allowances.
\$	\$	Other untaxed income or benefits not reported elsewhere on Worksheets A and B, such as workers' compensation, untaxed portions of railroad retirement benefits, Black Lung Benefits, disability, etc. Tax filers only: report combat pay not included in adjusted gross income.  Don't include student aid, Workforce Investment Act educational benefits, combat pay if you are not a tax filer, or benefits from flexible spending arrangements, (e.g., cafeteria plans).
\$	<b>\$XXXX</b>	Money received, or paid on your behalf (e.g. bills), not reported elsewhere on this form.
\$	\$	<b>TOTAL FOR WORKSHEET B</b>

**DEPENDENT**

STUDENT	PARENT	WORKSHEET C
\$	\$	Education credits (Hope and Lifetime Learning tax credits) from IRS Form 1040-line 49 or 1040A-line 31.
\$	\$	Child support you <i>paid</i> because of divorce or separation or as a result of legal requirement. Do not include support for children in your (or your parents') household.
\$	\$	Taxable earnings from need-based employment programs, such as Federal Work-Study and need-based employment portions of fellowships and assistantships.
\$	\$	Student grant and scholarship aid (only the amount in excess of tuition and fees) reported to the IRS in your (or your parents') adjusted gross income -- <i>this rarely happens with St. Olaf students</i> . Includes AmeriCorp benefits (awards, living allowances, and interest accrual payments), as well as grant or scholarship portions of fellowships and assistantships.
\$	\$	<b>TOTAL FOR WORKSHEET C</b>

**D. Sign this Worksheet**

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By signing this worksheet, I (we) certify that all the information reported on it is complete and correct. *At least one parent must sign.*

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

**PLEASE DO NOT FORGET TO *SIGN THIS FORM*. ALSO, PLEASE MAKE SURE THAT YOU MAIL ALL W-2 FORMS WITH YOUR *SIGNED* TAX FORMS.**

***Do not mail this form to the Department of Education.*** Submit this form, and signed copies of your federal tax forms (including all schedules) and all W-2 forms to:

St. Olaf College  
Financial Aid Office  
1520 St. Olaf. Ave.  
Northfield, MN 55057

Phone: 507-786-3019  
Toll Free: 877-235-8386

Fax: 507-786-6688  
Email: [finaid@stolaf.edu](mailto:finaid@stolaf.edu)

<http://www.stolaf.edu/services/financialaid>