



# HENRY FORD COMMUNITY COLLEGE

Office of Financial Aid  
5101 Evergreen Rd.  
Dearborn, MI 48128-1495

Phone: 313-845-9616 Fax: 313-845-9825  
Http://www.hfcc.edu  
Federal School Code: 002270

## 2009/10 VERIFICATION WORKSHEET

Your application was selected by the U.S. Dept. of Education in a process called "Verification." According to federal financial aid program rules (34 CFR, Part 668), the school must request, review, and compare your 2008 financial documents with the information provided on your application before awarding federal aid. If there are differences between your application information and your financial documents, you or the school may need to make corrections.

### What You Should Do:

1. Collect your (and your spouse's or parent(s)') financial documents: signed Federal 1040 income tax forms, etc.
2. Fill in and sign the worksheet.
3. Submit the completed worksheet, tax forms, and any other documents requested to your financial aid administrator.
4. Talk to your financial aid administrator if you have questions about completing this worksheet.

Student's Last Name	First Name	Middle Initial	Student's Social Number / I.D. #
Address (include apt. #)			Student's Date of Birth
City	State	Zip	E-mail Address
			Phone Number (include area Code)

**To qualify as an Independent Student you must be able to answer "Yes" to at least one of the following questions:**

1. Were you born before January 1, 1986?
2. As of today, are you married? (Answer "Yes" if you are separated but not divorced.)
3. Are you currently serving of active duty in the U.S. Armed Forces for purposes other than training?
4. Are you a veteran of the U.S. Armed Forces?
5. Do you have children who will receive more than half of their support from you between July 1, 2009 and June 30, 2010?
6. Do you have dependents (other than your children or spouse) who live with you and who receive more than half of their support from you, now through June 30, 2010?
7. At any time since you turned age 13, were both your parents deceased, were you in foster care or were you a dependent or ward of the court?
8. Are you or were you an emancipated minor as determined by a court in your state of legal residence?
9. Are you or were you in legal guardianship as determined by a court in your state of legal residence?
10. At any time on or after July 1, 2008, did your high school or school district homeless liaison determine that you were an unaccompanied youth who was homeless?
11. At any time on or after July 1, 2008, did the director of an emergency shelter or transitional housing program funded by the U.S. Department of Housing and Urban Development determine that you were an unaccompanied youth who was homeless?
12. At any time on or after July 1, 2008, did the director of a runaway or homeless youth basic center or transitional living program determine that you were an unaccompanied youth who was homeless?

**Independent Student:**

1. List yourself and your spouse if you are married.
2. List your children, if you will provide more than half of their support from July 1, 2009 through June 30, 2010.
3. List other people currently living with you, for whom you provide and will continue to provide more than half of their support from July 1, 2009 through June 30, 2010. (Documentation of support must be provided).

**Dependent Student:**

1. List yourself and your parent(s) – including a stepparent – even if you do not live with your parent(s).
2. List your parent(s)' other children, even if they do not live with your parent(s), if your parent(s) will provide more than half of their support from July 1, 2009 through June 30, 2010.
3. List other people currently living with your parent(s) whom your parent(s) provide and will continue to provide more than half of their support from July 1, 2009 through June 30, 2010. (Documentation of support must be provided).

**Write the names of all household members.** Also write the name of the college for any household member who will be attending at least half-time between July 1, 2009 and June 30, 2010 and are enrolled in a degree, diploma, or certificate program. If you need more space, attach a separate page.

Name	Age	Relationship to student	College
		SELF	

## COMPLETE THIS ENTIRE PAGE

### Tax filing status and wages.

STUDENT/SPOUSE Information	Tax Filing Status	PARENT Information
<input type="checkbox"/> Yes <input type="checkbox"/> No	Have you filed a 2008 tax return?	<input type="checkbox"/> Yes <input type="checkbox"/> No

**Tax returns include the 2008 IRS Form 1040, 1040A, 1040EZ, Telefile Tax Record, 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 you may request "Tax Transcript" from the Internal Revenue Service that lists tax account information by contacting the IRS at 1-800-829-1040.**

<input type="checkbox"/> Yes <input type="checkbox"/> No	If no, will you file a 2008 tax return?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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**If you, your spouse or parent will not file a 2008 tax return, please report income earned (wages, salary) below and submit copies of W-2 forms.**

STUDENT Amount	SPOUSE Amount	Name of Employer	PARENT Amount
\$	\$		\$
\$	\$		\$
STUDENT Amount	SPOUSE Amount	2008 Income Exclusions	PARENT Amount

**Both tax filers and non-tax filers must list any untaxed income (exclusions) received in 2008.**

\$	\$	Child support <b>paid</b> due to divorce or separation or as a result of a legal requirement. Don't include support for children you listed on the front of this form.	\$
\$	\$	Taxable earnings from a Federal or State Work-Study employment in 2008	\$
\$	\$	Student grant and scholarship aid reported to the IRS in your adjusted gross income. (Includes Americorp, grants, scholarships and/or portions of fellowships or assistantships used as a living allowance.)	\$
\$	\$	Combat pay or special combat pay. Only enter the amount that was taxable and included in your adjusted gross income. Combat pay is reported on the W-2 in Box 12, Code Q.	\$
STUDENT Amount	SPOUSE Amount	Report the amounts received from all Untaxed Income Sources for 2008	PARENT Amount
\$	\$	Payments to tax-deferred pension and savings plans including, but not limited to, amounts reported on the W-2 forms in Boxes 12a-12d, codes D, E, F, G, H and S.	\$
\$	\$	Child support <b>received</b> for all children in the household. Don't include foster or adoption payment.	\$
\$	\$	Housing, food and other living allowances paid to members of the military, clergy and others.	\$
\$	\$	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 or benefits (worker's compensation, disability etc.) <b>Documentation required: 2008 Annual statement from the agency.</b>	\$
\$	\$	Money received, or paid on your behalf (e.g. bills), not reported elsewhere on this form.	\$

**By signing this worksheet, I (we) certify that all the information reported on it is complete and correct.**

Student's Signature	SSN	Date
Parent's Signature (Required for Dependent Students ONLY)	Date	

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