



# Financial Aid & Scholarships Office 2009-2010 Verification Form and Worksheets

# D

Your application was selected for review in a process called "Verification". In this process, the University of Missouri – Kansas City (UMKC) Financial Aid and Scholarships Office will be comparing information from your application with signed copies of your and your parent(s)' 2008 Federal Income Tax return(s), W-2 forms, and/or other financial documents. The law states we have the right to ask you for this information before disbursing federal aid. If there are differences between your application information and your financial documents, corrections may need to be made to your 2009-2010 Student Aid Report (SAR). The UMKC Financial Aid and Scholarships Office will correct your information electronically if required.

**What You Should Do:**

1. Collect your and your parent(s)' **signed** 2008 financial documents: **Federal 1040, 1040A, or 1040EZ income tax returns, W-2 forms, etc.**
2. Fill in and sign the Verification Form and Worksheet. You and at least one parent must sign.
3. Take the completed Verification Form, tax return(s), and any other documents and return them to the UMKC Financial Aid and Scholarships Office.

STUDENT NAME: \_\_\_\_\_ SSN: \_\_\_\_\_

STUDENT ID#: \_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_

CURRENT ADDRESS: \_\_\_\_\_

**Parent(s)' Household Information:** Include the student (even if they do not live with the parents), parent(s), and step-parent if applicable.

Also include the parent(s)' other children even if they do not live with the parent(s), if 1) the parent(s) will provide more than half of their support from July 1, 2009 through June 30, 2010, or 2) the other children would be required to provide parental information when applying for Federal Student Aid.

Include other people who now live with your parent(s) if the parent(s) provide more than half of their support and will continue to provide more than half of their support from July 1, 2009 through June 30, 2010.

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

Full Name	Age	Relationship	College
		Student	UMKC
		Father	XXXXXXXXXX
		Mother	XXXXXXXXXX

5100 Rockhill Road 101 AC Kansas City, MO 64110-2499	Phone: 816-235-1154 Fax: 816-235-5511	E-Mail: <a href="mailto:finaid@umkc.edu">finaid@umkc.edu</a> Toll Free: 1-800-775-UMKC
Those with speech or hearing impairments may use Relay Missouri, 1-800-735-2966 (TT) or 1-800-735-2466 (Voice)		

## A. Student's 2008 Federal Tax Forms and Income Information

1. Tax Returns include the 2008 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 the tax return, request a copy from the Internal Revenue Service by calling 1-800-829-1040, or a copy from your tax preparer. IRS Form 8453 is not acceptable for verification purposes. **Check one box only.**

- Check here if you have already submitted a copy of your 2008 U.S. Federal Income Tax return/Tax listing to UMKC and then complete items 2, 3 and 4.
- Check and attach a signed copy of your 2008 U.S. Federal Income Tax Return/Tax Listing and complete items 2, 3 and 4.
- Check if you will not file and are not required to file a 2008 U.S. Federal Income Tax return. If you check this box please be sure to complete items 2, 3, 4 and 5 below.

2. Follow the instructions on the Additional Financial Information Worksheet (on the opposite page). Enter the total for student from the Additional Financial Information Worksheet. If zero, enter '0'. \$ \_\_\_\_\_

3. Follow the instructions on Untaxed Income Worksheet (on the opposite page). Enter the total for student from Untaxed Income Worksheet. If zero, enter '0'. \$ \_\_\_\_\_

4. **If you did not file and are not required to file a 2008 Federal Income Tax return, list below your employer(s) and any income received in 2008. If none, enter 'none'.**

Sources (Use the W-2 form or other earnings statements.)	Amount

## B. Parent(s)' 2008 Tax Forms and Income Information

1. Tax Returns include the 2008 IRS Form 1040, 1040A, 1040EZ, a tax return from Puerto Rico or a foreign income tax return. If your parent(s) did not keep a copy of the tax return, request a copy from the Internal Revenue Service by calling 1-800-829-1040, or from the tax preparer. IRS Form 8453 is not acceptable for verification purposes. **Check one box only.**

- Check and attach a signed copy of parent(s)' 2008 U.S. Federal Income Tax Return/Tax Listing and then complete items 2, 3 and 4.
- Check if your parent(s)' will not file and are not required to file a 2008 U.S. Federal Income Tax Return. If you check this box please be sure to complete items 2, 3, 4 and 5 below.

2. Follow the instructions on the Additional Financial Information Worksheet (on the opposite page). Enter the total for parent(s) from the Additional Financial Information Worksheet. If zero, enter '0'. \$ \_\_\_\_\_

3. Follow the instructions on Untaxed Income Worksheet (on the opposite page). Enter the total for parent(s) from Untaxed Income Worksheet. If zero, enter '0'. \$ \_\_\_\_\_

4. **If your parent(s) did not file and are not required to file a 2008 Federal Income Tax return, list below your parent(s)' employer(s) and any income received in 2008. If none, enter 'none'.**

Sources (Use the W-2 form or other earnings statements.)	Amount

## C. Sign and Date this Form

By signing this worksheet, I (we) certify that all the information reported to qualify for Federal student aid is complete and correct. **At least one parent must sign.**

\_\_\_\_\_  
Student Date

\_\_\_\_\_  
Parent Date

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

**Do not mail this worksheet to the federal processor. Take it or mail it to the UMKC Financial Aid & Scholarships Office.**

FOR A2  
Student

# Additional Financial Information Worksheet

FOR B2  
Parent(s)

Calendar Year 2008

\$	Education credits (Hope and Lifetime Learning tax credits) from IRS Form 1040-line 50 or 1040A-line 31	\$
\$	Child support <b>paid</b> because of divorce or separation. <b>Do not include</b> support you receive for children in your (or your parents') household, as reported below on the Untaxed Income Worksheet.	\$
\$	Taxable earnings from Federal Work-Study or other need-based work programs	\$
\$	Student grant, scholarship, and fellowship aid, including Americorps awards, that was reported to the IRS in your (or your parents') adjusted gross income	\$
\$	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 Form in Box 12, Code Q	\$
\$	← <b>Enter in A2</b> on the opposite page (if zero, enter '0')	<b>Enter in B2</b> → on the opposite page (if zero, enter '0')

FOR A3  
Student

# Untaxed Income Worksheet

FOR B3  
Parent(s)

Calendar Year 2008

\$	Payments to tax-deferred pension and savings plans (paid directly or withheld from earnings), including 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-total of lines 28 and 32 or 1040A-line 17	\$
\$	Child support <b>received</b> for all children. Don't include foster care or adoption payments.	\$
\$	Tax exempt interest income from IRS Form 1040-line 8b or 1040A-line 8b	\$
\$	Untaxed portions of pensions from IRS Form 1040-lines (15a minus 15b) + (16a minus 16b) or 1040A-lines (11a minus 11b) + (12a minus 12b) excluding rollovers, if negative enter a zero here.	\$
\$	Housing, food, and other living allowances paid to members of the 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	\$
\$	Any other untaxed income or benefits not reported elsewhere on this form, such as worker's compensation, untaxed portions of railroad retirement benefits, Black Lung Benefits, Refugee Assistance, etc. <b>Don't include</b> student aid, earned income credit, child tax credit, welfare payments, untaxed Social Security benefits, Workforce Investment Act educational benefits, combat pay (if you do NOT file taxes), foreign income exclusion, credit for federal tax on special fuels, or benefits from flexible spending arrangements, e.g., cafeteria plans.	\$
\$	Cash <b>received</b> , or any money paid on your behalf, not reported elsewhere on this form	\$ <b>XXXXXX</b> \$
\$	← <b>Enter in A3</b> on the opposite page (if zero, enter '0')	<b>Enter in B3</b> → on the opposite page (if zero, enter '0')

Do not mail this worksheet to the federal processor. Take it or mail it to the  
UMKC Financial Aid & Scholarships Office.

5100 Rockhill Road 101 AC  
Kansas City, MO 64110-2499

Phone: 816-235-1154  
Fax: 816-235-5511

E-Mail: [finaid@umkc.edu](mailto:finaid@umkc.edu)  
Toll Free: 1-800-775-UMKC

Those with speech or hearing impairments may use Relay Missouri, 1-800-735-2966 (TT) or 1-800-735-2466 (Voice)

an equal opportunity/affirmative action institution