



Your application was selected for review in a process called “Verification.” In this process, information from your Free Application for Federal Student Aid (FAFSA) will be compared with signed copies of your and your parents’ 2010 Federal tax returns, and with W-2 forms or other financial documents. The law says that the Federal government can select you for this review before being awarded Federal aid. If there are differences between your FAFSA information and your financial documents, University of North Carolina School of the Arts (UNCSA) may need to send corrections electronically and have your information reprocessed.

You and your parent must complete and sign this verification worksheet and return it to UNCSA as soon as possible (along with signed tax returns or other documents requested), so that your financial aid won’t be delayed. If you have any questions, please contact the UNCSA Office of Student Financial Aid at 336-770-3297.

*Note: UNCSA must review the requested information, under the financial aid program rules (34 CFR, Part 668).*

**A. Student Information**

Last name	First name	M.I.	Social Security Number
Address (include apt. no.)			Date of birth
City	State	ZIP code	Phone number (include area code)

**B. Family Information**

List the people in **your parents’ household** (according to the FAFSA on the Web Worksheet “Section 3 – Parental Information” or Page 6 of the paper FAFSA, Step Four, Questions 72 and 73).

Include the following:

- your parents (including stepparent) and yourself, even if you don’t live with your parents, **and**
- your parents’ other children, if: (a) your parents will provide more than half of their support from July 1, 2011 through June 30, 2012, **OR** (b) the children could answer “No” to every question regarding dependency status (FAFSA on the Web Worksheet “Section 2 – Student Dependency Status” or Page 5 of the paper FAFSA, Step Three, Questions 45-57), **and**
- other people if they now live with your parents **AND** your parents provide more than half of their support **AND** will continue to provide more than half of their support from July 1, 2011 through June 30, 2012.

Also write in the name of the college for any household member (except your parents) who will be attending college at least half-time between July 1, 2011 and June 30, 2012, **AND** will be enrolled in a degree, diploma, or certificate program.

Full Name	Age	Relationship	College
Missy Jones (example)	18	Sister	Central University
		Self	UNCSA

**C. Tax Forms and Income Information [for Student and Parent(s) listed in Section B]**

1. All tax filers: submit a **signed** copy of your 2010 Federal Income Tax Return and a copy of all related W-2's (Tax returns include the 2010 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 your tax return, you may request a tax transcript from the Internal Revenue Service by calling 1-800-829-1040 or by visiting the IRS Office nearest you (check [www.irs.gov](http://www.irs.gov) for locations).*

If you will not file (and are not required to file) a 2010 Federal Income Tax Return, complete the appropriate boxes below, listing your employer(s) and any income received in 2010 (submit W-2 forms or other earning statements).

Person(s) Who Will <u>Not</u> File	Name of Employer	Income Amount
<input type="checkbox"/> Student		
<input type="checkbox"/> Father		
<input type="checkbox"/> Mother		

2. Complete the following table of items derived from the FAFSA. (Items listed below are not found on IRS Forms 1040, 1040A or 1040EZ.) **DO NOT LEAVE ANY ITEM BLANK. Enter zero if you have no response to the item.**

STUDENT	From FAFSA (Student Step 2 Questions 43 & 44) (Parent Step 4 Questions 91 & 92)	PARENT
	Payments to tax-deferred pensions and savings plans (paid directly or withheld from earnings), including, but not limited to, amounts reported on the W-2 Form in Boxes 12a through 12d, codes D, E, F, G, H, and S.	
	Child support received for all children. Do <u>not</u> include foster care or adoption payments.	
	Housing, food, and other living allowances paid to members of the military, clergy and others (including cash payments and cash value of benefits). <b>Do not include</b> the value of on-base military housing or the value of a basic military allowance for housing.	
	Veterans' noneducation benefits, such as Disability, Death Pension, or Dependency & Indemnity Compensation (DIC) and/or VA Educational Work-Study allowances.	
	Other untaxed income not reported such as <b>untaxed unemployment compensation, workers' compensation, disability, etc.</b> Do <u>NOT</u> include student aid, earned income credit, additional child tax credit, welfare payments, untaxed Social Security benefits, Supplemental Security income, Workforce Investment Act educational benefits, on-base military housing or a military housing allowance, combat pay, benefits from flexible spending plans (e.g. cafeteria plans), foreign income exclusion or credit for federal tax on special fuels.	
	Money <b>received</b> , or paid on your behalf (e.g. bills), not reported elsewhere on this form or on your 2010 Federal Income Tax Return. <b>(Student Only)</b>	
	Child support <b>you paid</b> because of divorce or separation or as a result of a legal requirement. Do <u>not</u> include support for children in your (or your parents') household, as reported in <u>Section B - Family Information</u> of this form.	
	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 reported to the IRS in your (or your parents') adjusted gross income. Includes AmeriCorps benefits (awards, living allowances, and interest accrual payments), as well as grant or scholarship portions of fellowships and assistantships.	
	Combat pay or special combat pay. <b>Only enter amount that was taxable and included in your adjusted gross income.</b> DO NOT enter untaxed combat pay reported on the W-2 (Box 12 code Q)	
	Earnings from work under a cooperative education program offered by a college	

**D. Sign this Worksheet**

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

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

**Return to:**

University of North Carolina School of the Arts, Office of Student Financial Aid, 1533 South Main Street, Winston-Salem, NC 27127