



Your application was selected by the U.S. Dept. of Education for review in a process called "verification." In this process, the Financial Aid Office will be comparing information from your application with signed copies of your and your parent(s)' 2007 Federal tax forms, or with W-2 forms or other financial documents. The law says we have the right to ask you for this information before awarding Federal aid. If there are differences between your application information and your financial documents, corrections may need to be made. We cannot process 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 parents' financial documents (signed Federal income tax forms, W-2 forms, etc).
2. Complete all sections and sign the worksheet - you and at least one parent.
3. Bring, or mail the completed worksheet, tax forms, and any other documents to the Financial Aid Office.
4. Contact us if you have questions about completing this worksheet.
5. We will compare the information on this worksheet and any supporting documents with the information you submitted on your application and make corrections if necessary.

A. Student Information

Form with fields for Last name, First name, M.I., Social Security Number, Address (include apt. no), Date of birth, City, State, ZIP, and Phone number.

B. 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 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, 2008 through June 30, 2009.

Write the names of all household members in the spaces 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 degree, diploma, or certificate program. If you need more space, attach a separate page.

Table with 4 columns: Full Name, Age, Relationship, College Attending in 2008-2009. Includes example entry for Missy Jones.

C. Student's Tax Forms and Income Information

Check only one box below. Tax returns include the 2007 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 your tax preparer or request your tax account information from the IRS by calling 1-800-829-1040.

- ☒ Check here and attach copy of 2007 SIGNED tax returns.
☒ Check here and complete: copy of 2007 SIGNED tax returns will be mailed to USM by (date).
☒ Check here if you WILL NOT file and are NOT REQUIRED to file a 2007 U. S. Income Tax Return. List below your employer(s) and any income received in 2007 (use the W-2 form or other earnings statements if available).

Employer(s) 2007 Wages earned

D. Parent(s)' Tax Forms and Income Information

Check only one box below. Tax returns include the 2007 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 your tax preparer or a copy of an Internal Revenue Service form that lists tax account information

- ☒ Check here and attach copy of 2007 SIGNED tax returns.
☒ Check here and complete: copy of 2007 SIGNED tax returns will be mailed to USM by (date).
☒ Check here if your parent(s) WILL NOT file and are NOT REQUIRED to file a 2007 U. S. Income Tax Return. List below their employer(s) and any income received in 2007 (use the W-2 form or other earning statements if available).

Employer(s) 2007 Wages earned

E. Untaxed Income

Both tax filers and non-tax filers must list any untaxed income received in 2007. ***Be sure to enter zeros if no funds were received.*** Failure to complete this section will delay the processing of your financial aid.

Student	Calendar Year 2007	Parent(s) (step-parent)
	FROM FAFSA WORKSHEET A:	
\$	Earned income credit from IRS Form 1040 – line 66a; 1040A – line 40a; or 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). Don't include food stamps or subsidized housing.	\$
\$	Social Security benefits received, for all household members as reported in question 90 (or 66 for your parents) that were not taxed (such as SSDI).	\$
	FROM FAFSA WORKSHEET B:	
\$	Payments to tax-deferred pension 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.	\$
\$	IRA deductions and payments to self-employed SEP, SIMPLE, and Keogh and other qualified plans from IRS Form 1040 – line 28 + line 32 or 1040A – line 17.	\$
\$	Child support received for all children. Don't include foster care or adoption payments.	\$
\$	Tax exempt interest income from IRS Form 1040 – line 8b or 1040A – 8b	\$
\$	Foreign income exclusion from IRS Form 2555 – line 45 or 2555EZ- line 18	\$
\$	Untaxed portions of IRA distributions from IRS Form 1040 – line (15a minus 15b) or 1040A – line (11a minus 11b). Exclude rollovers. If negative, enter a zero here.	\$
\$	Untaxed portions of pensions from IRS Form 1040 – line (16a minus 16b) or 1040A – line (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 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.	\$
\$	Other untaxed income or benefits, not reported elsewhere (Worksheet 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 (FAFSA questions 35 and 79). Don't include student aid, WIA benefits, combat pay if you are not a tax filer, or benefits from flexible spending arrangements (e.g., cafeteria plans).	\$
\$	Money received or paid on your behalf (e.g., bills), not reported elsewhere on this form.	\$ XXXXX
	FAFSA WORKSHEET C:	
\$	Education credits (Hope and Lifetime Learning tax credits) from IRS Form 1040 – line 49 or 1040A – line 31	\$
\$	Child support paid because of divorce or separation or as a result of a legal requirement. Do not include support for children in your (or your parents') household, as reported in question 90 (or question 66 for your parents).	\$
\$	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.	\$

F. Sign This Worksheet

By signing this worksheet, 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.

Student Signature

Date

Parent Signature

Date

Return by mail

USM, Student Financial Aid Office, 37 College Ave., Gorham, ME 04038
Phone: (207) 780-5250