

Your 2009-2010 FAFSA application has been selected for a review process called VERIFICATION. In this process, the College must compare the information you provided on the FAFSA with signed copies of your 2008 federal tax return, W-2s, and other information provided, including any additional forms available on our website. If necessary, we will make corrections and update your FAFSA. Upon notice of verification, submit this request within 2 weeks. Verification may take up to 6 weeks to process.

Tips for Expediting the Process:

- Attach signed copies of federal taxes, all W-2 forms, & other support to this signed, completed form.
- Write the student name and ID # on all documents. Write '0' or N/A for items that do not apply to you.
- Respond in a timely manner to *all* requests for information. Delays will not extend payment deadlines.
- SFS Info: Fax number (718) 862-8027 Email: finaid@manhattan.edu Website: www.sfs.manhattan.edu

Section A: STUDENT INFORMATION

Student Name: (Last, First)	Soc Sec # or Student ID:
Address: (include apt. no)	Telephone (Home and Cell)
Date of Birth:	Parent Email:

Section B: HOUSEHOLD INFORMATION

Please answer the questions below about "you" (the Student)

YES NO

- Were you born before January 1, 1986?
- Are you married?
- Do you have children or other dependents who receive more than half of their support from you?
- Are you currently serving active duty or are you a veteran of the U.S. Armed Forces?
- At any time since you turned 13, were both of your parents deceased, were you in foster care or were you a ward of the court?
- Are you an emancipated minor or in legal guardianship as determined by a court in your state?
- At any time on or after July 1, 2008, did your high school, school district homeless liaison, director of an emergency shelter, or director of a runaway youth program determine you were an unaccompanied youth who was homeless or self-supporting and at risk of being homeless?

If you answered 'NO' to ALL questions above you are considered a Dependent Student. In the chart below you will list yourself, the parent(s) you listed on your FAFSA and anyone in your parent(s) household whom your parent(s) support at least 50%. If you answered 'YES' to at least one question above and you can provide documentation, you are considered an Independent Student. You may still need to provide further documentation and proof of support. In the chart below you will list yourself and anyone in your household who you support at least 50%.

Full Name	Age	Relationship to Student	Name of College if Currently Attending*
		SELF	MANHATTAN COLLEGE

* Provide name of the college if the person listed will attend at least half time between 7/2008 and 6/2009 in a degree, diploma or certificate program.

Student Name: _____ ID: _____

Section C: MARITAL STATUS

STUDENT: Never married Married Legally Separated Divorced

Status of PARENT(S) you reported on your FAFSA: Never married Married Legally Separated Divorced

If your answer to either of the questions above was Legally Separated, you must complete the 'Proof of Parental Separation Form' (available on our site www.sfs.manhattan.edu) Separations must be verified as both physical and financial. If these criteria are not sufficiently documented, we may have to include both parents' income even if taxes were filed separately. The Proof of Parental Separation Form must be filed each year if selected for verification.

If your answer to either of the questions above was Divorced, you must provide a copy of the divorce decree from the most recent divorce proceeding. Check here if a copy of the final divorce decree is already on file with our office. Final divorce decrees only need be filed once.

Section D: TAX FORMS AND INCOME INFORMATION (STUDENT and PARENT)

Check here if attaching a signed copy of your tax return (Form 1040, 1040A, 1040EZ) STUDENT: PARENT(S):
 (Please submit a signed copy of your 2008 Federal Tax Return and W-2 form(s) along with all schedules)

Check here if you are not required to file and will not file an income tax return: STUDENT: PARENT(S):

Parents and Independent Students must provide proof of non-filing status by contacting the IRS at (800) 829-1040 to request an IRS Transcript. Dependent students are NOT required to provide an IRS transcript unless requested by a financial aid counselor. If you did not file/not required to file a 2008 Federal tax return, list below your employer(s) and ANY income received in 2008 (attach W-2 form/earnings statement and list -0- if applicable). * Report Annual Amounts

Employer Name or Source of Income	2008 Student Amount	2008 Parent Amount
	\$ _____	\$ _____
Sources of Untaxed Income		
Welfare benefits, including Temporary Assistance for Needy Families (TANF) Do not include food stamps. (List Section 8 Housing separately here \$ _____)		
Social Security benefits received that were not taxed (such as SSI).		
Child support received for all children. (Only independent students should report child support in the 'Student' column. Report all other figures in 'Parent' column)		
Other:		

Federal Dept of Health & Human Services 2009 Poverty Guidelines	
Persons in family	Poverty guideline
1	\$10,830
2	14,570
3	18,310
4	22,050
5	25,790
6	29,530
7	33,270
8	37,010
For families with more than 8 persons, add \$3,740 for each additional person.	

Section E: LOW INCOME If you and/or your parent(s) reported income that is below the guidelines listed in the chart to the left, it appears the income is not sufficient for basic, living expenses for the 2008 calendar year and we need to verify why income is low. If income is below the poverty guideline, you must complete the 'Expense / Resource Sheet for Low Income' (available on www.sfs.manhattan.edu)

Section F: REAL ESTATE If you own/rent real estate other than your primary, single-home residence, please complete section below: (Attach sheet for multiple properties)

Year Acquired _____
 Purchase Price \$ _____
 Current Market Value \$ _____
 Mortgage Balance \$ _____

Section G: CERTIFICATION AND SIGNATURES (STUDENT and PARENT)

By signing this worksheet, I/we certify that all information reported on it is true and correct. If I receive financial aid based on false or misleading information, I may lose financial aid or repay financial aid for current and previous years and possibly forfeit my right to future financial aid applications. Federal Warning: If you purposely give false or misleading information on this worksheet, you may be fined, sentenced to jail, or both.

 Student Signature / Date

 Parent Signature (required for dependent students) / Date