Scholarship and Financial Aid
2008-2009 Verification Worksheet

Sections A – E must be completed

Your application was selected 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 spouse's, if married, or your parents' if parental information was required on the FAFSA) 2007 Federal tax forms, or with W-2 forms or other financial documents.

To insure timely awarding of your financial aid, return this form and all required documents within 30 days.

We must review the requested information if you are selected for the verification, under the financial aid program rules (CFR Title 34,Part 668).

What you should do:

1. Collect your [and your spouse's or your parent(s)'] financial documents from 2007 (i.e. signed Federal income tax forms, W-2 forms, etc.).
2. Contact your financial aid administrator if you have questions about completing this worksheet.
3. Complete the worksheet including appropriate signatures.
4. Submit the completed worksheet and other requested documents to the Scholarship and Financial Aid Office. They may be faxed or mailed.

If there are differences between your application information and your financial documents, we will correct the information and may be required to send it electronically to the federal processor for recalculation.

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 household; Include:

Independent

- Yourself (and your spouse, if married), and
- Your children, if you provide more than half of their support, and
- Other people if they now live with you, and you 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.

Dependent

- Yourself and your parents, and
- Your parents' other children, if (A) your parents provide more than half of their support 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. Also write in the name of the college for any household member who will be attending college at least half time between July 1, 2008 and June 30, 2009, and will be enrolled in a degree or certificate program. If you need more space, attach a separate page.

Full Name	Age	Relationship	College
(Your Name)		Self	University of Detroit Mercy

This page must be completed. Do not leave blanks, use zero when appropriate.

C. Student and Spouse Tax Forms and Income Information (all Applicants)

1. Check one box only. Tax returns include the 2007 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 the tax return, request a copy from your tax preparer or a copy of an Internal Revenue Service form that lists tax account information. The IRS phone number is 800-829-1040.

[ ] Check and attach signed tax return.
[ ] Check and complete: signed tax return will be submitted to the school by _____ (date).
[ ] Check here if you or your spouse will not file and are not required to file a 2007 U.S. Income Tax Return. Complete the table below.

Sources of Income (Use the W-2 form or other earnings statements)	**Amount**

2. Amounts received for other untaxed income and benefits. (See Worksheet A and B of the Free Application for Federal Student Aid)

Sources of Untaxed Income	**Amount**	**Sources of Untaxed Income**	**Amount**
a. Child Support		d. Payments to tax deferred plans see W2	
b. Social Security (non-taxed)		e. Money received or paid on your behalf	
c. Welfare (including TANF)		f.	

3. List any College Work-study earnings, child support paid or taxable scholarships and grants._____

D. Parent(s)' (if dependent) Tax Form and Income Information

1. Check one box only. Tax returns include the 2007 IRS Form 1040, 1040A, 1040EZ, TeleFile Tax Record, 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 tax preparer or a copy of an Internal Revenue Service form that lists tax account information. The IRS phone number is 800-829-1040.

[ ] Check and attach signed tax return(s).
[ ] Check and complete: signed tax return(s) will be submitted to the school by _____ (date).
[ ] Check here if your parent(s) will not file and are not required to file a 2007 U.S. Income Tax Return. Complete the table below.

Sources of Income (Use the W-2 form or other earnings statements)	**Amount**

2. Amounts received for untaxed income and benefits. (See Worksheet A and B of the Free Application for Federal Student Aid)

Sources of Untaxed Income	**Amount**	**Sources of Untaxed Income**	**Amount**
a. Child Support		d. Payments to tax deferred plans see W2	
b. Social Security (non-taxed)		e.	
c. Welfare (including TANF)		f.	

3. List any College Work-study earnings, child support paid or taxable scholarships and grants._____

E. 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 Date

_____
Parent Date

Scholarship and Financial Aid
University of Detroit Mercy
4001. W. McNichols Rd.
Detroit, MI 48221-3038
Fax 313-993-3347
e-mail finaid@udmercy.edu

Please place the student's name and social security or student number on each page of documents submitted.