

PLEASE RESPOND WITHIN 10 DAYS OF THIS REQUEST

QUALITY ASSURANCE VERIFICATION

2008 - 2009

Your 2008 - 2009 Free Application for Federal Student Aid (FAFSA) was randomly selected for review in a process called "Quality Assurance" verification. Information from your FAFSA will be compared with signed copies of your (and if married, your spouse's) 2007 Federal tax forms, and/or with other financial documents. The law states we have the right to ask you for this information before awarding Federal aid. If there are differences between your FAFSA information and your financial documents, you may need to send in corrections electronically or by using your Student Aid Report (SAR), or our office may send corrections electronically.

CHECKLIST

This checklist is to assist you with the "Quality Assurance" verification process and in the submittal of the required documentation. *After these documents are initially reviewed, further documentation may be required.*

STEP 1 Check off each item below that is listed as a verification requirement on your GoSolar account.

- Quality Assurance Verification Form (independent)
- Student 2007 Federal Income Tax Return (form 1040 /1040A /1040EZ) do **NOT** submit State income tax forms
- Spouse 2007 Federal Income Tax Return (form 1040 /1040A /1040EZ) do **NOT** submit State income tax forms
- Student's Low Income Verification Worksheet
- Other: _____

STEP 2 Read all forms in their entirety and complete as directed. For all forms:

1. Do **NOT** leave any blanks. (If the answer is Zero, write \$0)
2. All forms must have required signatures.
3. Incomplete forms will be returned.

STEP 3 **BEFORE** submitting forms:

1. Panther ID Number must be on all documents.
2. Retain copies of all documents to be submitted for your record. The office can not return documents or provide copies at a later date.

STEP 4 Submit **ALL** required documents checked on **STEP 1** together to the Office of Student Financial Aid via fax, mail, or in person at the One Stop Shop.

OFFICE OF STUDENT FINANCIAL AID

P.O. Box 4040 Atlanta GA 30302-4040
Phone: 404-413-2400 Fax: 404-413-2102
http://www.gsu.edu/es/financial_aid.html

ONE STOP SHOP

Sparks Hall.....rooms 227 and 228
Kell Hallroom 292
Hours: Monday - Friday from 8:30am to 5:15pm

Panther ID Number							

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QUALITY ASSURANCE VERIFICATION WORKSHEET
INDEPENDENT STUDENT

Student's Last Name	First	MI	Date of Birth									
					-			-		1	9	
Phone Number												
Home () () ()						Cell () () ()						
Address												
Street										Apt/Suite No.		
City				State				Zip Code				

TAX FORMS AND INCOME INFORMATION

This section must be completed by: Student (and Spouse if married)

Check the item that best describes your tax / income information

Student's Income Information	
<input type="checkbox"/> Check here if you were UNEMPLOYED in 2007	
<input type="checkbox"/> Check here if you filed a 2007 tax return. Attach a signed copy of your 2007 Federal tax return. Tax returns include 2007 IRS form 1040, 1040A, 10404EZ, a tax return from Puerto Rico, or foreign income tax return. If you did not keep a copy of the tax return request a copy from your tax preparer or request a tax return transcript from the Internal Revenue Service 1 – 800 – 829 – 1040.	
<input type="checkbox"/> Check here if you were employed in 2007, but will not file and are not required to file a U.S. income tax return. Please list below employer(s) and any income earned in 2007 (use your W-2 form or other earnings statement if available).	
Employer	Amount of Earnings
Employer	Amount of Earnings
Employer	Amount of Earnings

Spouse's Income Information	
<input type="checkbox"/> Check here if you were UNEMPLOYED in 2007	
<input type="checkbox"/> Check here if you filed a 2007 tax return. Attach a signed copy of your 2007 Federal tax return. Tax returns include 2007 IRS form 1040, 1040A, 10404EZ, a tax return from Puerto Rico, or foreign income tax return. If you did not keep a copy of the tax return request a copy from your tax preparer or request a tax return transcript from the Internal Revenue Service at 1 – 800 – 829 – 1040.	
<input type="checkbox"/> Check here if you were employed in 2007, but will not file and are not required to file a U.S. income tax return. Please list below employer(s) and any income earned in 2007 (use your W-2 form or other earnings statement if available).	
Employer	Amount of Earnings
Employer	Amount of Earnings
Employer	Amount of Earnings

In 2007, did you or anyone in your household receive benefits from any of the federal benefit programs listed? Mark all the programs that apply.

- | | |
|---|--|
| <input type="checkbox"/> Supplemental Security Income (SSI) | <input type="checkbox"/> Free or Reduced Lunch |
| <input type="checkbox"/> Food Stamps | <input type="checkbox"/> WIC |
| <input type="checkbox"/> TANF | |

See other side

Panther ID Number									

WORKSHEET: A - B - C

Read the entire contents in each of the worksheets. List the **TOTAL** yearly amount received in 2007. If the answer is zero, write \$0 in the space provided; if any are left *BLANK* this form will be returned to you.

<i>Student (and spouse)</i>	WORKSHEET A
\$ _____	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 that was not taxed (such as SSI); as reported in question 90 on your 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 -12d, codes D, E, F, G, H, and S.
\$ _____	Child support you <u>received</u> for all children. Don't 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).
\$ _____	Veterans' non-educational 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 on Worksheets 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 AGI (FAFSA questions 35 and 79). Don't include: student aid, Workforce Investment Act educational benefits, combat pay if you are not a tax filer, or benefits from flexible spending arrangements, e.g., cafeteria plans.
\$ _____	Money <u>received</u> , or paid on your behalf (e.g., bills), not reported elsewhere on this form.
WORKSHEET C	
\$ _____	Child support you <u>paid</u> because of divorce or separation or as a result of a legal requirement. Don't include support for children in your household as reported in question 90 on your FAFSA.
\$ _____	Tax filers only: Taxable earnings from need-based employment programs, such as Federal Work-Study and need-based employment portions of fellowships and assistantships.
\$ _____	Tax filers only: Student grant and scholarship aid reported to the IRS in your adjusted gross income. Includes AmeriCorps benefits (awards, living allowances, and interest accrual payments), as well as grant or scholarship portions of fellowships and assistantships.

SIGN THIS WORKSHEET

I certify that all the information provided on this form is complete and correct. By signing this form, permission is given to the Office of Student Financial Aid to make corrections electronically to your application if there are differences between your application and your submitted documentation.

Student signature Date

Spouse signature Date

WARNING
 Purposely giving false or misleading information may result in a fine, jail sentence or both.