



IMPORTANT! PLEASE READ CAREFULLY

Financial Aid Office
(718) 262-2230

Basic Financial Aid Information

In order to be in the SEEK program you must be financially eligible; hence you must provide us with certain documents for us to make that determination. It is also crucial for you to file for Federal and State Financial Aid, without a completed application on file no financial aid will be disbursed. You can apply online:

FAFSA Website: www.fafsa.ed.gov (Federal)
TAP Online: www.hesc.com (State)

Items Required for S.E.E.K. Economic Eligibility Verification

1. Signed copy of parents' 2010 Federal and State Income Tax Returns with W2 included
 - If they didn't file taxes for 2010 we need a copy of IRS Letter 1722 indicating that parents didn't file. You may get this letter directly from the IRS.
 - Please keep in mind that if your parents' earned income is more than \$9350.00 they must file.
2. Signed copy of your 2010 Federal and State Income Tax Returns with W2 included
 - If you are an independent student and didn't file you must provide a copy of IRS Letter 1722 indicating that you didn't file. You may get this letter directly from the IRS.
3. Public Assistant Form / Social Security Form (2010)
4. Proof of child support and/or Alimony payments for 2010
5. Copy of Ward of the Court letter from agency for 2010
6. Letter regarding non-taxable income for 2010
7. Guardianship or adoption documents from the court
8. One piece of government ID (Passport, State ID, Social Security Card, etc.)

Please only bring the documents that apply to you.

A Couple of Things to Keep in Mind

- You will only receive Financial Aid after your application has been completed and verified (if needed).
- Money to your account is disbursed according to our payroll calendar. If you miss the date you'll have to wait until the next pay period for that program. You can find our payroll calendar on our website: <http://www.york.cuny.edu/administrative/finaid/forms>
- You'll earn financial aid as you attend your classes, hence withdrawing, skipping, dropping, not attending or failing courses will adversely affect your eligibility.
- Financial Aid money will be applied to your account in the order in which it is received. First it is applied to cover your balance and any remaining will be mailed to you or deposited into your bank account if you sign up for direct deposit.
- TAP (Tuition Assistant Program) is regulated and verified by New York State, hence problems regarding TAP are better resolved by using their website: www.hesc.com



2011-2012 Verification Worksheet – Federal Student Aid Programs

What is Verification?

Your application was selected by the U.S. Department of Education for review in a process called "Verification". The law says we have the right to ask you for this information before awarding Federal aid. The Financial Office must compare information from your FAFSA with information you provide on this worksheet, signed copies of your 2010 Federal Tax forms, or with other financial documents and

- If you are married, you will need to submit a signed copy of your spouse's 2010 federal tax return.
- If you are considered dependent for Federal aid purposes, you will need to submit signed copies of your parents' 2010 federal tax returns.

If there are differences between your application information and the documents you submit, your application may need to be corrected. Complete verification as soon as possible, so your financial aid won't be delayed. The Financial Aid office cannot make any federal financial aid payments available to you until all verification requirements have been met and the necessary corrections have been made.

What you should do:

1. Collect **signed copies** of 2010 tax returns (including all schedules, attachments, etc.) for you, your spouse (if married) and your parents (if dependent).
2. Fill in this worksheet – you and at least one parent (if dependent) must sign the certification.
3. Review your Student Aid Report (SAR) to see if you need to submit other documentation (such as default clearance letters, citizenship documentation, social security card, etc.)
3. Submit the completed worksheet, tax forms, and all other documentation to **Student Financial Services** in **Academic Core - 1M08**.
4. Upon review of your information, you may be asked to submit additional documentation or your application may have to be reprocessed. Once the process of verification is complete and any necessary corrections made, you will be notified about your financial aid eligibility.

A. STUDENT INFORMATION

Last name First name MI

Social security number

Address (include apt. #)

Date of birth

City State ZIP

Phone number (include area code)

B. FAMILY INFORMATION



DEPENDENT STUDENTS:

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 financial support from July 1, 2011 through June 30, 2012, 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 financial support and will continue to provide more than half of that support from July 1, 2011 through June 30, 2012.



INDEPENDENT STUDENTS:

List the people in your household, include:

- yourself, and your spouse if you have one, and
- your children, if you will provide more than half of their financial support from July 1, 2011 through June 30, 2012, even if they do not live with you, and;
- other people if they now live with you and you provide more than half of their financial support and will continue to provide more than half of that support from July 1, 2011 through June 30, 2012.

Write the names of all household members in the space(s) below. Also write in the name of the college for any household member, excluding your parent, 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. If you need more space, attach a separate page.

FULL NAME	AGE	RELATIONSHIP	COLLEGE
		SELF	York College

C. Student's or Spouse and Parent(s)' Tax Forms and Income Information (all applicants)

- Check only one box below. 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, request a copy from your tax preparer or request an Internal Revenue Service form that lists tax account information.
 - ☐ Check here if you are attaching a signed copy of your and or your parent(s) tax return.
 - ☐ Check here if you or your parent(s) will not file and are not required to file a 2010 U.S. Income Tax Return.
- If you, your spouse or your parent did not file and are not required to file a 2010 Federal income tax return, list below your or your parent(s) employer(s) and any income received in 2010 (use the W-2 form or other earnings statements if available).

Sources or Name of the Employer	2010 Income
	\$
	\$
	\$

- In 2009 or 2010, did you, your parents, or anyone in the household receive benefits from any of the federal benefits programs listed below? Please check all the programs that apply.

☐ Supplemental Security Income (SSI)
 ☐ Food Stamps
 ☐ Free or Reduced Price Lunch
 ☐ Temporary Assistance for Needy Families (TANF)
 ☐ Supplemental Nutrition Program for Women, Infants, and Children (WIC).

Student/Spouse SAR Line 43.a – f	FISCAL YEAR 2010 Additional Financial Information	Parent(s) SAR Line 91.a – f
	Education credits	
	<u>Child support you paid because of divorce or separation as a result of legal requirement.</u>	
	Taxable earnings from work-study, assistantships or fellowships	
	Student grant and scholarship aid reported to IRS	
	Special combat pay /combat pay	
	Earning from work under a cooperative education program	
SAR Line 44.a – j	Untaxed Income	SAR Line 101.a – i
	Tax-deferred pension/savings	
	IRA deductions and payments	
	<u>Child support received. (Do not include foster care or adoption payments)</u>	
	Tax exempt interest income	
	Untaxed IRA distribution	
	Untaxed portions of pensions	
	Allowances paid to military, clergy or others	
	Veterans non education benefits	
	Other untaxed income	
	Money received or paid on your behalf.	XXXXXXXXXXXXXX

E. Sign this Worksheet

By signing this worksheet, I (we) certify that all the information reported on it is complete and correct. Student and at least one parent must sign and date (if dependent).

WARNING: If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.

Student's Signature

Date

Father's Signature

Date

Spouse's Signature

Date

Mother's Signature

Date



2011-2012 ISIR CORRECTION WORKSHEET

Last Name: _____ First Name: _____ SS# _____

I authorize the Financial Aid Office of York College to make the changes below based on information I/we have provided. These changes represent information that is correct to the best of my/our knowledge.

Student's Signature: _____ Date: _____

Parent's Signature: _____ Date: _____

Student Data

DO NOT WRITE BELOW

Parent Data

1. LAST NAME		58. PARENT'S MAR STATUS	
2. FIRST NAME		59. PARENT'S DATE MAR STAT	
4. PERMANENT HOME ADDRESS		60. FATHER/STEP SSN	
5. CITY, STATE, ZIP CODE		61. FATHER/STEP LAST NAME	
9. DATE OF BIRTH		62. FATHER/STEP FIRST INIT	
14. CITIZEN/ELIGIBLE NON-CIT		63. FATHER/STEP DOB	
15. ALIEN REGISTRATION NUMBER		64. MOTHER/STEP SSN	
16. MARITAL STATUS		65. MOTHER/STEP LAST NAME	
17. MO AND YEAR OF MAR STAT		66. MOTHER/STEP FIRST INIT	
22. REGISTER FOR SEL SERV		67. MOTHER/STEP DOB	
23. EVER CONVICTED OF DRUG		69. PARENTS STATE LEGAL RES	
28. 1 st BACH BY 7/1/11		72. PARENT'S HOUSHLD SIZE	
32. FILED 2010 FED TAX RETURN		73. NUMBER IN COLLEGE	
33. TYPE OF 2010 TAX RETURN		74-78. SSI/Food Stamps/Free Lunch/TANF/WIC	
34. ELIGIBLE TO FILE 1040A/EZ		79. FILED 2010 TAX RETURN	
35. ADJUSTED GROSS INC		80. TYPE OF 2010 TAX RETURN	
36. US INCOME TAX		81. ELIGIBLE TO FILE 1040A/EZ	
37. EXEMPTIONS CLAIMED		82. DISLOCATED WORKER	
38. STUDENT'S INCOME EARNED		83. ADJUSTED GROSS INC	
39. SPOUSE'S INCOME EARNED		84. US INCOME TAX	
40. CASH/SAVINGS		85. EXEMPTIONS	
41. REAL ESTATE/INV		86. FATHER/STEP WAGES	
42. BUSINESS VALUE		87. MOTHER/STEP WAGES	
43. ED CRE/CHD SUP PD/COMBAT		88. CASH/SAVINGS	
44. W2 BOX 12 / IRA/ CHLD SUP REC / OTHER INCOME		89. REAL ESTATE/INV	
45. BORN BEFORE 1/1/88?		90. BUSINESS VALUE	
46. MARRIED?		91. ED CRE/CHD SUP PD/COMBAT	
47. WORKING BEYOND BACH?		92. W2 BOX 12 / IRA/ CHLD SUP REC/ OTHER INCOME	
48. ACTIVE DUTY?		PAR OTHER	
49. VETERAN?			
50. CHILD REC SUP FROM YOU?			
51. DEPS OTHER THAN CHILD?			
52. ORPHAN/FOSTER CARE?			
93. STUDENT HOUSEHOLD			
94. STD NUMBER IN COLLEGE			
95-99. SSI/Food Stamps/Free Lunch/TANF/WIC			
100. DISLOCATED WORKER			
STD OTHER			

Comments:

DRN#: