

**2009-2010 INSTITUTIONAL VERIFICATION FORM (IVF)  
Independent Student**

Your Student Aid Report (SAR) has been selected for verification. Federal regulations require that we check the accuracy of the information you provided on the 2009-2010 FAFSA. Eligibility cannot be determined until we receive this information. If a correction to the FAFSA is required, it will be done electronically.

**DO NOT LEAVE ANY QUESTION BLANK.** If you need our assistance, please call (850) 474-2400, 8:00 am - 5:00 pm CST, Monday - Friday.

Upon completion of this form, please return to:

**The University of West Florida  
Financial Aid Office  
11000 University Parkway  
Pensacola, FL 32514-5750**

**phone: 850-474-2400  
fax: 850-474-3145  
web: uwf.edu/finaid  
email: finaid@uwf.edu**

**A. Personal Information**

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Last Name	First	M.I.	Social Security Number
Address (include apt. #)			E-mail Address
City	State	Zip Code	(Home) _____ (Work/Cell) _____ Phone Numbers (include area code)

**B. Family Information**

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Complete this chart with information about your family members. Include yourself, your spouse, and your dependent children if they will receive more than half of their support from you between July 1, 2009 and June 30, 2010.

**Do not include children for whom you pay child support.**

1.	Full Name	Age	Relationship to student (spouse, son, daughter)	If this person will attend college half-time (6 hours) or more in 2009-2010, print the <u>college</u> name.
			<b><u>STUDENT</u></b>	<b><u>UWF</u></b>
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
6.	_____	_____	_____	_____
7.	_____	_____	_____	_____
8.	_____	_____	_____	_____

**C. Student's 2008 Income Information**

**ENTER '0' IF NO FUNDS WERE RECEIVED**

1. If you (and/or your spouse) filed a 2008 U.S. income tax return (Form 1040, 1040A, 1040EZ), you must submit a **signed** copy to the Financial Aid Office. If you did not keep a copy of your tax return, request a copy from your tax preparer or the IRS (1-800-829-1040) that lists **all** tax return information.

Print your full name and social security number on the copy.

**Check one of the following:**

- I am submitting my (our) 2008 U.S. income tax return with this form.
- A copy of my (our) 2008 U.S. income tax return has already been submitted to the Financial Aid Office.
- I will submit a copy of my (our) **\*2008 U.S. income tax return\*** to the Financial Aid Office on \_\_\_\_/\_\_\_\_/\_\_\_\_.

**\*NO FURTHER PROCESSING WILL BE DONE UNTIL RECEIVED.\***

- I am not required to file a 2008 U.S. income tax return.
- My spouse is not required to file a 2008 U.S. income tax return.

**NOTE: If the information reported on the FAFSA is for the student and spouse, but separate tax returns were filed, we must have signed copies of both returns.**

2. If you (or your spouse) worked but were not required to file a 2008 U.S. income tax return, list the employers and the amounts of income that you (or your spouse) earned from work in 2008.

AMOUNT	EMPLOYER OR SOURCE
\$ _____	_____
\$ _____	_____
\$ _____	_____

3. List other income, benefits, and cash support received during 2008 that **were not subject to U.S. income taxes**. Do not include student financial aid. Refer to FAFSA Question 47.

**Provide ANNUAL totals; not "per month" amounts.**

- Child Support RECEIVED : \$ \_\_\_\_\_
- Housing allowance for military (BHA) or clergy; report "cash value" if residing in housing rent-free: \$ \_\_\_\_\_
- Other living allowances for military or clergy:
  - Food (BAS) \$ \_\_\_\_\_
  - Clothing \$ \_\_\_\_\_
  - Other (ex. VHA) \_\_\_\_\_ \$ \_\_\_\_\_  
(Do NOT include untaxed combat pay)
- Untaxed employment benefits & workers' compensation: \$ \_\_\_\_\_
- Untaxed interest and dividends: \$ \_\_\_\_\_
- Payments to tax-deferred pension and savings plans : (W-2, Box 12, Codes D-H, S): \$ \_\_\_\_\_
- IRA Deduction: \$ \_\_\_\_\_
- Other untaxed income, cash support, allowances, & benefits:
  - Source \_\_\_\_\_ \$ \_\_\_\_\_
  - Source \_\_\_\_\_ \$ \_\_\_\_\_

4. Other financial information. Refer to FAFSA Question 46:

- Child support PAID to dependents that do not live with you: \$ \_\_\_\_\_
- 2008 Federal Work Study Earnings or taxable financial aid: \$ \_\_\_\_\_
- Taxable Combat Pay (reported on your 2008 tax return): \$ \_\_\_\_\_

**\*\* If you are listing no income (or minimal income), you must also document your means of support. \*\***

**D. Signature**

**FAILURE TO ANSWER ALL QUESTIONS WILL DELAY THE PROCESSING OF YOUR FINANCIAL AID.**

**By signing this form, I certify that all of the information is complete and correct.**

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

The social security number is not a permanent student identifier and will not be required for student identification purposes. Students will receive a permanent UWF ID number which serves as their permanent student identifier. UWF uses social security numbers to assist in matching test scores and transcripts of applicants. State and federal reporting require social security numbers. UWF will not disclose the social security number of any student to anyone except as required by law, permitted by the student or approved by the President or designee. FERPA, 20 USC 1232g; 4CFR 668.14 and 668.16; FL Statute 119.071