



UTICA COLLEGE
Student Financial Services
1600 Burrstone Road/Utica, NY 13502
(315) 792-3179/e-mail: sfs@utica.edu

2011-2012 Income Verification

(Parental information is not required for independent students as determined by questions 45 through 57 on the FAFSA)

Required Income Documentation *Utica College Income Verification Forms are available in the Office of Student Financial Services and on the SFS website. Please include student ID on all forms. All verification documents may be faxed to (315) 792-3368.	
Parent(s) Verification	• <u>Income Tax filer</u> - a signed copy of your 2010 IRS 1040, 1040A, 1040EZ, foreign tax return, or tax return for Puerto Rico, another U.S. territory (e.g., Guam, American Samoa, the U.S. Virgin Islands, Swain's Island or the Northern Marianas Islands) or one of the Freely Associated States (i.e., the Republic of Palau, the Republic of the Marshall Islands or the Federated States of Micronesia). OR • <u>*Non-Income Tax filer</u> –Parent Federal Non-tax Statement on the Utica College Income Verification Form. Sign only if you are NOT required and will NOT be filing a 2010 Income Tax return. • A copy of all your 2010 W-2's (W-2's are still required for Non-Income Tax filer). • *Complete Household Information on the Utica College Income Verification Form (Dependent student) • *Complete Worksheet Part I & II on the Utica College Income Verification Form. • *Please sign and date (Certification section) the Utica College Income Verification Form.
Student Verification	• <u>Income Tax filer</u> - a signed copy of your (and your spouse, if married) 2010 IRS 1040, 1040A, 1040EZ, foreign tax return, or tax return for Puerto Rico, another U.S. territory (e.g., Guam, American Samoa, the U.S. Virgin Islands, Swain's Island or the Northern Marianas Islands) or one of the Freely Associated States (i.e., the Republic of Palau, the Republic of the Marshall Islands or the Federated States of Micronesia). OR • <u>*Non-Income Tax filer</u> – Complete the Student Federal Non-tax Statement on the Utica College Income Verification Form. Sign only if you are NOT required and will NOT be filing a 2010 Income Tax return. • A copy of all your (and your spouse's, if married) 2010 W-2's (W-2's are still required for Non-Income Tax filer). • *Complete Household Information on the Utica College Income Verification Form (Independent student) • *Complete Worksheet Part I & II on the Utica College Income Verification Form. • *Please sign and date (Certification section) the Utica College Income Verification Form.

We know that the financial aid process can be a challenging one. We strive to make the process as straightforward as possible. Please feel free to contact our office if you have questions at 315-792-3179 or by e-mail at sfs@utica.edu.