

OFFICE OF FINANCIAL AID
(570) 208-5868
finaid@kings.edu

Dear Student,

Your Free Application for Federal Student Aid (FAFSA) for the 2009-2010 year has been selected for verification. As a result, you (and your spouse) are required to submit the forms specified below as documentation to verify the information that you submitted on the FAFSA.

The information **must be returned to this office within 30 days** from the date of this notice. Failure to submit the documentation within **30 days** will delay action on any federal grant, loan, or employment application you have on file. **By law, federal funds cannot be awarded until the verification process has been completed.** You will be notified of the results and instructed on how to make corrections to your federal aid application if necessary.

All required documents must be submitted to: King's College, Office of Financial Aid, 133 North River Street, Wilkes-Barre, PA 18711.

*** REQUIRED DOCUMENTATION ***

1. 2009-2010 Verification Form Independent Student (enclosed)
2. **Signed copy** of 2008 students (and spouse's) **FEDERAL** IRS Form 1040, 1040A, or 1040EZ, with **all supporting schedules (such as A,B,C,D, etc.) and W2 forms.**
3. **DO NOT SEND TAX FORM 8453**
4. **A copy of your tax return can be requested by contacting the IRS at 1-800-829-1040 or www.irs.gov.**
5. **IF NOT APPLYING FOR FEDERAL AID OR NOT RETURNING FOR THE 2009 FALL SEMESTER PLEASE SIGN AND RETURN TO THE FINANCIAL AID OFFICE.**
SIGNATURE _____.

If you have any questions or need assistance, contact us at (570) 208-5868 or 1-800-955-5777 and press option 2.

King's College
Financial Aid Office