

You have been selected by the U.S. Department of Education for a review process called Verification. You and your parent(s) (the parents whose information was provided on the FAFSA), must complete and sign this worksheet in addition to completing the requirements listed below, and on the financial aid checklist on your student portal. The law says that before disbursing your financial aid, we may ask you to confirm the information reported on your FAFSA. To verify that you reported correct and complete information, we will compare your FAFSA with the information on this form and with any other required documents. If there are differences, your FAFSA information may need to be corrected. In addition, you may be asked to provide other information.

**Please complete this form and provide a wet signature before returning to the Office of Financial Aid Services**

### A. Student's Information

Student's Last Name	Student's First Name	Student's M.I.	XXX-XX-_____
			Last 4 digits of Social Security Number
Student's Permanent Street Address (include apt. no.)			Student's Email Address
City	State	Zip Code	Student's Alternate or Cell Phone Number

**B. Household Members** On the grid below, list and provide information about each person your parents will support between July 1, 2022 - June 30, 2023.

- Student
- Student's Parent(s) (as reported on the FAFSA)
- The parents' other children if your parents will provide more than half of the children's support
- Other people if they now live with your parents and your parents provide more than half of their support

In addition to name, age, and relationship to the student, if any household members will be enrolled in a degree, diploma, or certificate program at a postsecondary educational institution at any time between July 1, 2022 and June 30, 2023, please also indicate the name of the college and whether or not the household member will be enrolled at least half time in the last two columns below. If not applicable, please leave the last two columns blank.

Full Name	Age	Relationship to student	Name of College	Will be enrolled at least half time (6 credits)?
<i>Example: Missy Jones</i>	<i>18</i>	<i>Sister</i>	<i>Central University</i>	<i>Yes</i>
		<i>Self</i>	<i>Moravian University</i>	

If more space is needed, attach a separate page with the student's name and ID Number at the top.

**C. STUDENT'S TAX FORMS AND INCOME INFORMATION** Check the box that applies:

- The student filed a 2020 Federal tax return and successfully used the IRS Data Retrieval Tool on the 2022-2023 FAFSA.
- The student filed a 2020 Federal tax return and will submit or previously has submitted a signed copy of the return.
- The student was not employed and had no income from working in 2020.
- The student had income from work in 2020 but was not required to file a Federal tax return. If you check this box, you must complete the information in the table below and submit a copy of all W-2 forms received:

NOTE: Complete this chart only if the student had income in 2020 and is not required to file a 2020 Federal tax return.

<u>Employer Name</u>	<u>Wages Earned in 2020</u>	
		→ W-2 Form Attached
		→ W-2 Form Attached
		→ W-2 Form Attached

**D. PARENT(S)' TAX FORMS AND INCOME INFORMATION** Check the box that applies:

- Parent(s) filed a 2020 Federal tax return and successfully used the IRS Data Retrieval Tool on the 2022-2023 FAFSA.
- Parent(s) filed a 2020 Federal tax return and will submit or previously has submitted a signed copy of the return.
- Parent(s) was not employed and had no income from working in 2020. Parents must submit a request to the IRS for a [tax return transcript](#) to obtain a verification of non-filing letter. Once obtained, please submit a copy of this document to the Office of Financial Aid.
- Parent(s) had income from work in 2020, but was not required to file a Federal tax return. If you check this box, you must complete the information in the table below and submit a copy of all W-2 forms received. In addition, parents must submit a request to the IRS for a [tax return transcript](#) to obtain a Verification of Non-filing Letter. Once obtained, please submit a copy of this document to the Office of Financial Aid Services.

NOTE: Complete this chart only if the parent(s) had income in 2020 and is not required to file a 2020 Federal tax return.

<u>Employer Name</u>	<u>Wages Earned in 2020</u>	
		→ W-2 Form Attached
		→ W-2 Form Attached
		→ W-2 Form Attached

**E. Certification and Signatures**

By signing below, we hereby certify that the information reported on this form is complete and correct.

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

\_\_\_\_\_  
Student Signature (required)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent Signature (required)

\_\_\_\_\_  
Date

Please return your completed form to the Office of Financial Aid Services via:

Upload: [XMedius SendSecure](#)

Mail: 1200 Main Street  
Bethlehem, PA 18018

Fax: (610-) 861-1346

In-person: 1st floor Colonial Hall