



2021-2022 Verification Worksheet

Eastern University

PLEASE COMPLETE THIS FORM IN ITS ENTIRETY!

Your Free Application for Federal Student Aid (FAFSA) has been selected for the Federal Verification Process. This process is required by federal regulations to be completed by the Financial Aid Office to ensure that the information reported on your FAFSA is accurate. **All sections of this form must be fully completed and returned to the Financial Aid Office at Eastern University via email (finaid@eastern.edu), fax (610-225-5651), or US Mail (1300 Eagle Rd, St. David's, PA 19087) along with all requested documents. Any missing or incomplete information may delay the financial aid process.** If any additional information is needed, we will let you know.

A. Student Information

Last Name	First	M.I.	Eastern ID #
Address	City	State	Zip Code Phone Number

B. Household Information

Dependent Students: List the people in your parents' household. Include yourself and the parents/stepparents whose information is on your FAFSA. List children who live in your parents' household. Also list children who do not live with your parents if your parents will provide more than half of their support from July 1, 2021 through June 30, 2022, or if they would be required to provide parental information if they were completing a FAFSA for 2021-2022. The household may also include other people if they now live with your parents and your parents provide more than half of their support and will continue to provide more than half of their support through June 30, 2022.

Independent Students: List the people in your household. Include yourself, your spouse (if married), and your children, if you will provide more than half of their support from July 1, 2021 through June 30, 2022. List any other people if they now live with you, and you provide more than half of their support and will continue to provide more than half of their support through June 30, 2022.

Write the names, ages, and relationship (to you) of ALL household members. For household members other than your parents, indicate who will be attending college (degree, certificate, or diploma program) at least half time between July 1, 2021 and June 30, 2022. Do not include college information for parent(s). If you need more space, attach a separate sheet.

Full Name	Age	Relationship To You	Attending College in 2021-2022?	College
		SELF	<input type="checkbox"/> No <input type="checkbox"/> Yes	(Eastern University)
			<input type="checkbox"/> No <input type="checkbox"/> Yes	
			<input type="checkbox"/> No <input type="checkbox"/> Yes	
			<input type="checkbox"/> No <input type="checkbox"/> Yes	
			<input type="checkbox"/> No <input type="checkbox"/> Yes	
			<input type="checkbox"/> No <input type="checkbox"/> Yes	
			<input type="checkbox"/> No <input type="checkbox"/> Yes	
			<input type="checkbox"/> No <input type="checkbox"/> Yes	

C. Household Income Information

Student’s Information: (Important Note: The instructions below apply to the student and spouse, if the student is married. Notify the Financial Aid Office if the student or spouse filed separate IRS income tax returns for 2019 or had a change in marital status after December 31, 2019.)

1. Complete this section if the student **filed** a 2019 income tax return with the IRS. **Check the appropriate box:**

The student **has used** the IRS Data Retrieval Tool on the 2021-22 FAFSA to retrieve and transfer 2019 IRS income information into the student’s FASFA.

The student **has not yet used** the IRS Data Retrieval Tool on the 2021-22 FAFSA, but will use the tool to retrieve and transfer 2019 IRS income information into the student’s FASFA.

The student **is unable or chooses not to** use the IRS Data Retrieval Tool on the 2021-22 FAFSA and the student will submit a **2019 IRS Tax Return Transcript or 2019 Federal Tax Return 1040**. *To obtain a Tax Return Transcript, go to www.irs.gov/individuals/get-transcript, then “Get Transcript Online”. Make sure to request the “Tax Return Transcript”.*

2. Complete this section if the student **did not file and is not required** to file a 2019 income tax return.

Student/ Spouse (if applicable) – I/we were **not required** to file a Federal Income Tax Return for 2019 and I have included a copy of all my/our **2019 W-2’s and IRS Verification of Non-Filing Letter**. **Exception-** *A dependent student who is a nontax filer is excluded from the verification requirement to provide confirmation of the dependent student’s non-filing status from the IRS or other relevant tax authority.*

If you did not receive a W-2, complete the section below.

Employer’s Name	2019 Amount Earned	Did you receive a W-2?
		<input type="checkbox"/> No <input type="checkbox"/> Yes
		<input type="checkbox"/> No <input type="checkbox"/> Yes
		<input type="checkbox"/> No <input type="checkbox"/> Yes

Parent’s Information: (Important Note: The instructions below apply to each parent included in the household. Notify the Financial Aid Office if the parents filed separate IRS income tax returns for 2019 or had a change in marital status after December 31, 2019.)

1. Complete this section if the parent **filed** a 2019 income tax return with the IRS. **Check the appropriate box:**

The parent **has used** the IRS Data Retrieval Tool on the 2021-22 FAFSA to retrieve and transfer 2019 IRS income information into the student’s FASFA.

The parent **has not yet used** the IRS Data Retrieval Tool on the 2021-22 FAFSA, but will use the tool to retrieve and transfer 2019 IRS income information into the student’s FASFA.

The parent **is unable or chooses not to** use the IRS Data Retrieval Tool on the 2021-22 FAFSA and the parent will submit a **2019 IRS Tax Return Transcript or 2019 Federal Tax Return 1040**. *To obtain a Tax Return Transcript, go to www.irs.gov/individuals/get-transcript, then “Get Transcript Online”. Make sure to request the “Tax Return Transcript”.*

2. Complete this section if the parent **did not file and is not required** to file a 2019 income tax return.

Parent – I/we were **not required** to file a Federal Income Tax Return for 2019 and I have included a copy of all my/our **2019 W-2’s and IRS Verification of Non-Filing Letter**.

If you did not receive a W-2, complete the section below.

Employer’s Name	2019 Amount Earned	Did you receive a W-2?
		<input type="checkbox"/> No <input type="checkbox"/> Yes
		<input type="checkbox"/> No <input type="checkbox"/> Yes
		<input type="checkbox"/> No <input type="checkbox"/> Yes

D. Other Untaxed Income and Benefits

Complete the chart below for any untaxed income. **Do not leave any spaces blank.** If the amount is zero, write \$0.

Student/Spouse	Income Source	Parent(s)
\$	Payments to tax-deferred pension and retirement savings	\$
\$	Housing, food, and other living allowances paid to members of the military, clergy, and others (including cash payments & cash value of benefits)	\$
\$	Veterans' non-education benefits, such as Disability, Death Pension, Dependency & Indemnity Compensation (DIC), and/or VA Educational Work-Study allowances	\$
\$	Any other untaxed income and benefits not reported elsewhere on this worksheet. <i>Do not include student aid, earned income credit, additional child tax credit, welfare payments, untaxed Social Security benefits, supplemental security income, workforce investment act, educational benefits, combat/special combat pay, benefits from flexible spending arrangements, foreign income arrangements, foreign income inclusion, or credit for federal tax income on special fuels.</i>	\$
\$	Cash received or any money paid on your behalf (e.g. bills) not reported elsewhere on this form.	\$
\$	Amount received for SNAP/food stamp in 2019 or 2020.	\$

E. Verification of Child Support PAID/RECEIVED

1. Did any member of your household **pay** child support in 2019 because of a divorce, separation, or legal agreement?

No

Yes, Person who made the child support payments _____ Amount paid in 2019 \$ _____

Names and ages of children for whom support was paid _____

Name of person to whom child support was paid _____

2. Did any member of your household **receive** child support in 2019 because of a divorce, separation, or legal agreement?

No

Yes, Person who received the child support payments _____ Amount paid in 2019 \$ _____

Names and ages of children for whom support was received _____

F. Certification

Each person signing this form certifies that all of the information is complete and correct. If dependent, at least one parent must sign. WARNING: If you purposely give false or misleading information you may be fined, be sentenced to jail, or both.

Student's Signature

Date

Parent's Signature
(Dependent Students Only)

Date