



# 2022-2023 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](mailto: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, 2022 through June 30, 2023, or if they would be required to provide parental information if they were completing a FAFSA for 2022-2023. 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, 2023.

**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, 2022 through June 30, 2023. 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, 2023.

**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, 2022 and June 30, 2023. 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 2022-2023?	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 2020 or had a change in marital status after December 31, 2020.)

1. Complete this section if the student **filed** a 2020 Federal Income Tax Return with the IRS. **Check the appropriate box:**

The student **has used** the IRS Data Retrieval Tool on the 2022-23 FAFSA to retrieve and transfer 2020 IRS income information into the student's FASFA.

Did you receive unemployment earnings in 2020?  No  Yes

If yes, you MUST also provide a signed copy of your 2020 Federal Tax Return (1040) with all schedules.

The student **has not yet used** the IRS Data Retrieval Tool on the 2022-23 FAFSA, but will use the tool to retrieve and transfer 2020 IRS income information into the student's FASFA.

The student **is unable or chooses not to** use the IRS Data Retrieval Tool on the 2022-23 FAFSA and the student will submit a copy of their **2020 Federal Income Tax Return**.

2. Complete this section if the student **worked and did not file and is not required** to file a 2020 income tax return.

Student/  Spouse (if applicable) – I/we were **not required** to file a 2020 Federal Income Tax Return and I have included a copy of all my/our **2020 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.

Employer's Name	2020 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

3. Complete this section if the student **did not work at all in 2020:**

Student/ Spouse (if applicable) – I/we were **not required** to file a 2020 Federal Income Tax Return because I/we did not work in 2020.

**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 2020 Federal Income Tax Returns or had a change in marital status after December 31, 2020.)

1. Complete this section if the parent **filed** a 2020 Federal Income Tax Return with the IRS. **Check the appropriate box:**

The parent(s) **has used** the IRS Data Retrieval Tool on the 2022-23 FAFSA to retrieve and transfer 2020 IRS income information into the student's FASFA.

Did you receive unemployment earnings in 2020?  No  Yes

If yes, you MUST provide a signed copy of your 2020 Federal Tax Return (1040) with all schedules.

The parent(s) **has not yet used** the IRS Data Retrieval Tool on the 2022-23 FAFSA, but will use the tool to retrieve and transfer 2020 IRS income information into the student's FASFA.

The parent(s) **is unable or chooses not to** use the IRS Data Retrieval Tool on the 2022-23 FAFSA and the parent will submit a copy of their **2020 Federal Income Tax Return**.

2. Complete this section if the parent **worked and did not file and is not required** to file a 2020 Federal Income Tax Return.

Parent(s) – I/we were **not required** to file a 2020 Federal Income Tax Return and I have included a copy of all my/our **2020 W-2's and IRS Verification of Non-Filing Letter**.

Employer's Name	2020 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

3. Complete this section if the parent **did not work at all in 2020:**

Parent(s) – I/we were **not required** to file a 2020 Federal Income Tax Return 2020 because I/we did not work in 2020.

**D. Other Untaxed Income and Benefits**

Complete the chart below for any untaxed income. If the amount is zero, write \$0. **DO NOT LEAVE ANY SPACES BLANK.**

Student/Spouse	Income Source	Parent(s)
\$	Payments to tax-deferred pension and retirement savings (From 2020 W-2, Box 12a thru 12d, codes D, E, F, G, H, S)	\$
\$	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.e. untaxed alimony not reported on your 2020 tax return). <b><i>Do not include student aid, rollovers, 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></b>	\$
\$	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 2020 or 2021.	\$

**E. Verification of Child Support PAID/RECEIVED**

1. Did any member of your household **pay** child support in 2020 because of a divorce, separation, or legal agreement?

No

Yes, Person who made the child support payments \_\_\_\_\_ Amount paid in 2020 \$ \_\_\_\_\_

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 2020 because of a divorce, separation, or legal agreement?

No

Yes, Person who received the child support payments \_\_\_\_\_ Amount paid in 2020 \$ \_\_\_\_\_

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 Date  
(*Dependent Students Only*)