MERCYHURST UNIVERSITY

Office of Student Financial Services
501 East 38th Street
Erie, PA 16546

2012-13 Reduced Income Form
(Independent Student)

_____ _____
Print Student's Name Student ID Number

If your (or our spouse's) 2012 income has been significantly reduced from what was reported on the FAFSA, please complete this form and return it to the Office of Student Financial Services (SFS) at Mercyhurst University for further consideration of your 2012-2013 financial aid application.

If you have questions, please contact SFS at 814-824-2288. If you are unable to estimate the total income your family will receive from January 1, 2012 until December 31, 2012 at this time, keep this form until you can provide an accurate estimate.

Please note: Submission of this form in no way guarantees a change to your financial aid awards.

PLEASE NOTE THAT THIS FORM CANNOT BE PROCESSED WITHOUT SIGNED AND DATED 2011 TAX RETURNS FROM YOU (and your spouse, if married).

Please review the sections below and indicate which explanation(s) applies to the reason(s) your 2012 income will be reduced. If you check boxes B, C, or D, you must complete Sections E, F, and G.

A. ☐ Death of Spouse, if married. Death must have occurred ON OR AFTER January 1, 2012.
Date: _____ (Month/Day/Year)

B. ☐ Permanent and total (unable to work again) disability for you (or spouse, if married). This must have occurred ON OR AFTER January 1, 2012.
Date: _____ (Month/Day/Year)

C. ☐ You (or spouse, if married) became unemployed for **at least two full months** or have experienced a changed in employment status which will result in an income reduction ON OR AFTER January 1, 2012.
Date: _____ (Month/Day/Year)

D.. ☐ Untaxed income for you (or spouse, if married) has ceased or been reduced.
Date:_____(Month/Day/Year)

E. You MUST provide a written explanation detailing ALL reasons your (and spouse's, if married) 2012 income will be reduced. Attach it to this form. Failure to do so will result in your appeal being denied.

Please continue on to complete all pages of this form.

F. Complete both sections (Gross Taxed and Untaxed) below with income (prior to exemptions, adjustments, or deductions) you (and your spouse, if married) expect to receive from January 1, 2012 until December 31, 2012. Social Security benefits and railroad retirement benefits are considered untaxed income for purposes of this form and should be included in Section G. IF NONE, ENTER ZEROS.

TOTAL 2012 GROSS TAXED INCOME	Student's Yearly Income	Spouse's Yearly Income
1. Wages, salaries, tips	$_____	$_____
2. Severance pay	$_____	$_____
3. Pensions, annuities and/or IRA distributions	$_____	$_____
4. Interest and dividend income	$_____	$_____
5. Business or farm income	$_____	$_____
6. Capital gains	$_____	$_____
7. Income received from rents after expenses paid for mortgage interest, taxes, and insurance	$_____	$_____
8. Alimony which will be received	$_____	$_____
9. Unemployment compensation (State and/or SUB)	$_____	$_____
10. Any other taxed income	$_____	$_____
Total 2012 Gross Taxed Income	$_____	$_____

G. TOTAL 2012 UNTAXED INCOME	Student's Yearly Income	Spouse's Yearly Income
1. Any contributions to tax-deferred pension and savings plans (paid directly or withheld from earnings). Include untaxed portion of 401(K) and 403(b) plans.	$_____	$_____
2. Social Security benefits (SSI or disability) received by the parents plus the benefits received for the student and other children	$_____	$_____
3. Retirement or disability benefits	$_____	$_____
4. Workers' compensation	$_____	$_____
5. Welfare benefits, including TANF (excluding food stamps or subsidized housing)	$_____	$_____
6. Untaxed portion of pensions	$_____	$_____
7. Housing, food, and other living allowances for clergy, military, and others (include cash payments or cash value of benefits).	$_____	$_____

8. Child support or maintenance payments which will be received for the student and ALL other children (exclude foster care or adoption payments). (Include cash support or money paid on student's behalf from noncustodial parent.)	$_____	$_____
9. Veterans' noneducation benefits, and VA educational work-study allowances	$_____	$_____
10. Railroad retirement benefits	$_____	$_____
12. Earned Income Credit	$_____	$_____
13. Any other untaxed income and benefits such as Black Lung Benefits, Refugee Assistance, untaxable combat pay, etc.	$_____	$_____
Total 2012 Untaxed Income	$_____	$_____

NOTE: You must notify Mercyhurst University immediately of any increase in your initial 2012 income estimate.

_____ _____

Signature of Student Date

_____ _____

Signature of Spouse, if married Date