MERCYHURST UNIVERSITY

Student Financial Services

2012–2013 Independent Verification Worksheet

Your 2012–2013 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. Federal regulations state that before awarding Federal Student Aid, we may ask you to confirm the information you reported on your FAFSA. To verify that you provided correct information, we will compare your FAFSA with the information on this worksheet and with any other required documents. If there are differences, your FAFSA information may need to be corrected. You must complete and sign this worksheet, attach any required documents, and submit them to the Office of Student Financial Services at Mercyhurst University along with the Verification Checklist **within 30 days**.

A. Independent Student's Information

Student's Last Name Student's First Name Student's M.I.

Student's Social Security Number

Student's Street Address (include apt. no.)

Student's Date of Birth

City State Zip Code

Student's Email Address

Student's Home Phone Number (include area code)

Student's Alternate or Cell Phone Number

B. Independent Student's Family Information

List below the people in your household. Include:

- Yourself.
- Your spouse, if you are married.
- Your children, if any, if you will provide more than half of their support from July 1, 2012, through June 30, 2013, or if the child would be required to provide your information if they were completing a FAFSA for 2012–2013. Include children who meet either of these standards, even if they do not live with you.
- 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, 2013.

Include the name of the college for any household member who will be enrolled at least half time, in a degree, diploma, or certificate program at a postsecondary educational institution any time between July 1, 2012, and June 30, 2013. *If more space is needed, attach a separate page with your name and Social Security Number at the top.*

Full Name	Age	Relationship	College	Will be Enrolled at Least Half Time
Marty Jones(example)	*28*	*Wife*	*Central University*	*Yes*
		Self	*Mercyhurst University*	

Student's Name: _____ **SSN:** _____

C. Independent Student's Tax Forms and Income Information (all applicants)

Check only one box below. Tax returns include the 2011 IRS Form 1040, 1040A, 1040EZ, a tax return from Puerto Rico or a foreign income tax return. If you did not keep a copy of your tax return, request a copy from your tax preparer or request an Internal Revenue Service form that lists tax account information.

☐ Check here if you are attaching a signed copy of your tax return.

☐ Check here if a signed tax return will be submitted to the school by _____(date).

☐ Check here if you will not file and are not required to file a 2011 U.S. Income Tax Return.
List below your employer(s) and any source of income received in 2011 (use the W-2 form or other earnings statements if available and submit with this form).

Employer's Name	2011 Amount Earned	IRS W-2 Attached?
Suzy's Auto Body Shop (example)	*$2,000.00*	*Yes*

D. Spouse's Tax Forms and Income Information (if student is married)

Check only one box below. Tax returns include the 2011 IRS Form 1040, 1040A, 1040EZ, a tax return from Puerto Rico or a foreign income tax return. If you did not keep a copy of your tax return, request a copy from your tax preparer or request an Internal Revenue Service form that lists tax account information.

☐ Check here if you are attaching a signed copy of your tax return.

☐ Check here if a signed tax return will be submitted to the school by _____(date).

☐ Check here if you will not file and are not required to file a 2011 U.S. Income Tax Return.
Llist below your employer(s) and any source of income received in 2011 (use the W-2 form or other earnings statements if available and submit with this form). *List every employer even if the employer did not issue an IRS W-2 form. If more space is needed, attach a separate page with your name and SSN at the top*.

Employer's Name	2011 Amount Earned	IRS W-2 Attached?
Suzy's Auto Body Shop (example)	*$2,000.00*	*Yes*

E. Certification and Signature

I certify that all of the information reported on this worksheet is complete and correct. The student must sign this worksheet. If married, the spouse's signature is optional.

_____
Student's Signature Date

_____
Spouse's Signature Date

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

Submit this worksheet with the signed Checklist to the Office of Student Financial Services. The address & fax number are on the Checklist. IF FAXING, BE SURE TO SEND BOTH SIDES OF THE 2-SIDED FORM. If mailing, please keep a copy for your records.