MERCYHURST UNIVERSITY

2012-2013 Reduced Income Form
Dependent Student

_____ _____

Student's Name (Please print) Student ID Number

If your family's 2012 income has been **significantly** reduced from what you reported on the FAFSA, please complete this form and provide a written explanation detailing ALL reasons why your, or your parent's, 2012 income is SIGNIFICANTLY different than 2011 income. Please attach both your (if applicable) and your parent's *signed and dated* 2011 federal tax forms. This appeal cannot be processed without all supporting documentation attached. **You are required to notify Mercyhurst University immediately of any increase in your initial 2012 income estimate.**

If you have questions regarding this form, 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.

This information will be used to determine your eligibility for a Pell Grant or an increase to a Pell Grant. Submission of this form in no way guarantees a change to your award.

Please allow 3-4 weeks processing time.

Please review the sections below, indicate which reason(s) your family's 2012 income will be reduced and the date the situation occurred. Please attach the required documentation with your form. You are also required to provide updated income information on the reverse side of this form. If faxing your documentation, please be sure to fax both sides of this form.

☐ **Death of Parent** (death must have occurred on or after January 1, 2012). Please provide a copy of death certificate.
Date: _____ Relationship:_____

☐ **Permanent and total disability** (unable to work again) of parent or guardian (must have occurred on or after January 1, 2012). Please provide proof of disability from certifying agency.
Date: _____ Relationship:_____

☐ **Unemployment.** Parent/guardian has been unemployed for at least two full months or has experienced a changed in employment status which will resulted in an income reduction on or after January 1, 2012. Please provide termination notice and/or statement of unemployment benefits.
Date: _____ Relationship:_____

☐ **Parent's Divorced.** Please provide copy of divorce agreement.
Date:_____ Custodial parent: _____

☐ **Untaxed income has ceased or been reduced**. Provide documentation from agency.
Date:_____ Relationship:_____

On the reverse side of this page, please complete both Taxed and Untaxed sections with income information (prior to exemptions, adjustments, or deductions) your family expects to receive <u>from January 1, 2012 through December 31, 2012</u>. Social Security benefits and railroad retirement benefits are considered untaxed income for purposes of this form and should be included in the Untaxed section.
IF any line item does not apply, please enter zeros.

Office of Student Financial Services 501 East 38th Street Erie PA 16546
Phone: 814-824-2288 Fax: 814-824-2300

TOTAL 2012 GROSS TAXED INCOME	Father's/ Stepfather's Yearly Income	Mother's/ Stepmother'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	$_____	$_____

H. **TOTAL 2012 UNTAXED INCOME**	Father's/ Stepfather's Yearly Income	Mother's/ Stepmother'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' non-education benefits, and VA educational work-study allowances	$_____	$_____
10. Railroad retirement benefits	$_____	$_____
11. Earned Income Credit	$_____	$_____
12. **Any other untaxed income and benefits** not reported elsewhere.	$_____	$_____
Total 2012 Untaxed Income	$_____	$_____

_____ _____
Signature of Student Date

_____ _____
Signature of Parent/Stepparent Date