



2024-2025 Financial Aid Verification Form

The United States Department of Education has selected your FAFSA for review in a process called Verification. Please complete all three pages of this form and **DO NOT leave any item blank**. Return this form to the Financial Aid Office by US Mail, fax, or secure upload. For questions, call 717-691-6007.

Section A - Student Information

<i>Last Name</i>	<i>First Name</i>	<i>M.I.</i>	<i>Student ID #</i>
<i>Date of Birth</i>	<i>Phone Number</i>	<i>Student's Email</i>	<i>Parent's Email</i>

Section B - Tax Forms and Income Information (all applicants)

If you cannot use the **FUTURE Act Direct Data Exchange (FA-DDX)**, submit **signed** copies of the 1040(s) you (and/or your parent) submitted for 2022 including Schedules 1, 2, and 3 (if filed), or submit all 2022 Federal IRS Tax **Return** Transcripts for you or your parent(s). You can obtain a transcript, free of charge, by: (1) request online "Get Transcript by MAIL" at www.irs.gov/Individuals/Get-Transcript; (2) order by calling 1-800-908-9946; or (3) by requesting a Transcript of Tax Return by using Form 4506T (www.irs.gov/pub/irs-pdf/f4506t.pdf). Be sure to request the "IRS Tax **Return** Transcript" and **NOT** the "IRS Tax Account Transcript."

If you did not file and are not required to file a tax return in 2022, fill in Section C and submit a copy of your W-2s.

Section C - Nontax Filers ONLY

This section is for people who did not and are not required to file a 2022 Federal income tax return:

If you or your parent(s) (dependent student), or you or your spouse (independent student), did not file and are not required to file a 2022 Federal income tax return, check the boxes below that apply and provide documentation.

a. I (We) **did not file** and **are not required to** file a 2022 Federal income tax return.

Dependent Student: You Father Mother Independent Student: You Your Spouse

b. If you or your parent(s) (dependent student), or you or your spouse (independent student), did not file and are not required to file a 2022 Federal income tax return, list below the employer(s) and any income received in 2022 (use the W-2 form or other earnings statements if available).

Please submit a copy of all W-2 forms to the Financial Aid Office. If a W-2 was not received, check this box:

You Father Mother and list the reason why _____

If you did not have any earnings, write "none" in the employer section and \$0.00 in the amount section.

Your (the student) and your Spouse's Employer(s)	Amount(s)	Your Parents' Employer(s) (dependent students)	Amount(s)
	\$.00		\$.00
	\$.00		\$.00
	\$.00		\$.00

Section D - 2022 Additional Financial Information: Enter "0" if the answer is "none."

Student/Spouse

Parent(s)

\$ _____ **TAXABLE** college grant and scholarship aid reported to the IRS as income. Includes AmeriCorps benefits (awards, living allowances and interest accrual payments) as well as grant and scholarship portions of fellowships and assistantships. \$ _____

Section E - 2022 Untaxed Income: Enter "0" if the answer is "none."

\$ _____ **Untaxed portions of IRA distributions and pensions** from IRS Form 1040 or 1040-SR, Lines (4a – 4b) plus (5a – 5b). **Exclude rollovers.** If negative, enter a zero here. \$ _____

\$ _____ **IRA deductions and payments to self-employed SEP, SIMPLE, Keogh** and other qualified plans from IRS Form 1040 Schedule 1 (total of lines 16 + 20). \$ _____

\$ _____ **Tax Exempt Interest Income** from IRS Form 1040 or 1040-SR line 2a \$ _____

\$ _____ **Education Credits** (American Opportunity and Lifetime Learning credits) from IRS Form 1040 Schedule 3, line 3 \$ _____

\$ _____ **Foreign Earned Income Exclusion** from IRS Form 1040 Schedule 1, line 8d \$ _____

Section F - Sign This Form

Each person signing this form certifies that all the information reported on this form is complete and correct. Make sure all pages are completed and **do not leave any item blank.**

These sections have been completed:

- Section B – used FA-DDX, **or if unable**, submitted transcript or signed tax return
- Section C – Submitted W-2s, if appropriate
- Sections D and E – no item is blank, entered "0" if answer is \$0

Dependent Student: Student and one parent must sign. **Independent Student:** If married, spouse's signature is optional.

Student's Signature

Date

Parent's Signature or Spouse's Signature

Date