

2022–23 FAFSA Verification Worksheet

Complete in pen. Return this worksheet and all required documentation to Financial Aid.

Mail: Financial Aid, 538 Venard Rd. Clarks Summit, PA 18411
 Email: financialaid@clarkssummitu.edu
 Fax: 570.585.9226

Student Information

Name _____ Last 4 digits of SSN _____
 Street Address _____
 City/State/Zip _____
 Date of Birth _____
 Student Phone _____
 Student Email _____

Family Information

List all the people in your household. Also indicate if any family member will be enrolled at least half-time at a college or university between July 1, 2022 and June 30, 2023. If more space is needed, attach a separate sheet of paper with your name and last 4 digits of your SSN at the top.

Include:

- Yourself
- Your spouse if you are married
- Your children if you will provide more than half of their support from July 1, 2022 through June 30, 2023
- Other people if they live with you and you will provide more than half of their support through June 30, 2023

Name	Age	Relationship	College / University Name	Enrolled at Least Half Time?
_____	_____	<i>Self</i>	<i>CSU</i>	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____



Tax and Income Information

Check the appropriate boxes below and attach any required documentation to this worksheet. Do not send us your worksheet without the required documentation.

<u>Student</u>	<u>Spouse</u>		<u>Action Required</u>
<input type="checkbox"/>	<input type="checkbox"/>	I filed a 2020 federal tax return and used the IRS Data Retrieval Tool (DRT) on my FAFSA.	In most cases, no additional documentation is needed.
<input type="checkbox"/>	<input type="checkbox"/>	I filed a 2020 federal tax return and did not use the IRS Data Retrieval Tool (DRT) on my FAFSA.	Attach your 2020 IRS Tax Return Transcript. Visit www.irs.gov/individuals/get-transcript . Be sure to request a "Return Transcript", not an "Account Transcript." You may also request by phone: 800-908-9946
<input type="checkbox"/>	<input type="checkbox"/>	I did not file a 2020 federal tax return.	A Verification of Non-filing Letter from the IRS is required if you did not file and were not required to file a 2020 Income Tax Return with the IRS. To request a Verification of Non-filing Letter, visit www.irs.gov/individuals/get-transcript .

Note: If you are currently married but filed separate 2020 tax returns, the IRS DRT cannot be used. Both student and spouse 2020 IRS Tax Return Transcripts must be provided with this worksheet.

If you and/or your spouse worked in 2020 but were not required to file a federal tax return, please complete the following chart and attach your W-2s. List each employer, even if the employer did not issue a W-2.

Student	Spouse	Employer	2020 Amount Earned
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

Certification

I certify that all the information reported is complete and accurate to the best of my knowledge. The student and spouse (if applicable) must sign and date. If you purposely give false or misleading information on this worksheet, you could be fined, sentenced to jail, or both.

Student Signature _____ Date _____

Spouse Signature _____ Date _____

