

**2024-2025**

**FEDERAL VERIFICATION FORM**

Your Free Application for Federal Student Aid (FAFSA) was randomly selected by Federal Student Aid Programs for a process known as “verification.” As a result, we are required by federal guidelines to confirm certain data elements you and/or your parent(s)/spouse listed on the FAFSA before we can process and disburse any federal financial aid on your behalf. To verify that you provided correct information on the FAFSA, we will compare your FAFSA answers with the information on this worksheet and other required documents. If there are differences, your FAFSA information may need to be corrected at [fafsa.gov](http://fafsa.gov). **You and at least one parent/spouse must complete and sign this form. Submit completed form, with all required documents, to the Saint Joseph’s University Financial Aid Office at [sju.edu/help](http://sju.edu/help) (click on *Financial Aid, Verification Submission* and *Submit a Ticket*). Please email [finaid@sju.edu](mailto:finaid@sju.edu) or call 610-660-2500 with questions.**

**PLEASE COMPLETE ALL STEPS. DO NOT LEAVE ANY BLANKS.**

Student Name \_\_\_\_\_ Student ID Number \_\_\_\_\_

Permanent Address \_\_\_\_\_ Street & Number \_\_\_\_\_ City/State/Zip \_\_\_\_\_ Date of Birth \_\_\_\_\_

Cell Phone Number (Include Area Code) \_\_\_\_\_ Email Address \_\_\_\_\_

**CAMPUS:**  Hawk Hill  University City  Lancaster

**Dependent Students:** List the people in your parents’ household, be sure to include:

- Yourself and your parents, even if you do not live with them. Exclude a parent who has died or is not living in the household due to separation or divorce. Include a parent on active duty in the U. S. Armed Forces and away from the house.
- Your siblings IF they live with your parents (or live apart due to college enrollment) and they receive more than half of their support from your parents, and will continue to receive more than half of their support from your parents from July 1, 2024-June 30, 2025.
- Other people if they live with your parents and they receive more than half of their support from your parents, and will continue to receive more than half of their support from your parents from July 1, 2024-June 30, 2025.
- Unborn children should not be included in the household.

**Independent Students:** List the people in your household, be sure to include:

- Yourself and your spouse (if applicable)
- Your dependent children IF they live with you (or live apart due to college enrollment) and they receive more than half of their support from you, and will continue to receive more than half of their support from you from July 1, 2024-June 30, 2025.
- Other people IF they live with you and they receive more than half of their support from you, and will continue to receive more than half of their support from you from July 1, 2024-June 30, 2025.
- Unborn children should not be included in the household.

**STEP 1: HOUSEHOLD INFORMATION** \*\*\*Please list additional family members on a separate sheet and submit with this completed form\*\*\*

FULL NAME (First and Last)	Age	Relationship to student
		SELF

**STEP 2: STUDENT INCOME INFORMATION – FOR CALENDAR YEAR 2022****Did you or were you required to file a 2022 Federal Income Tax Return? You must check a box.**

STUDENT filed a 2022 federal tax return and used the IRS Direct Data Exchange (DDX) on the FAFSA to transfer data from the IRS.  
 ✓ Your tax information has been submitted.

STUDENT filed a 2022 federal tax return and did NOT use the IRS Direct Data Exchange (DDX) on the FAFSA to transfer data from the IRS.  
 You must submit an official 2022 IRS Tax Return Transcript available at [IRS.gov](https://www.irs.gov).

STUDENT did NOT and WAS NOT REQUIRED to file 2022 federal tax return. You must complete the box below listing all income sources and amounts in the box below. You must sign the attestation statement below the box where your income is listed. Do NOT leave the box blank. You must submit all 2022 W2 and 1099 Forms. Submit completed form, with all required documents, to the Saint Joseph’s University Financial Aid Office at [sju.edu/help](https://www.sju.edu/help) (click on *Financial Aid*, *Verification Submission* and *Submit a Ticket*).

Income Source	Income Amount
Example: Joe’s Coffee Shop	\$300
<b>Total Income for 2022:</b>	

**STEP 3: CONTRIBUTOR #1 (Parent #1 or Spouse) INCOME INFORMATION – CALENDAR YEAR 2022****Did you or were you required to file a 2022 Federal Income Tax Return? You must check a box.**

Student is INDEPENDENT and Unmarried. Student does not have any Contributors.

CONTRIBUTOR #1 filed a 2022 federal tax return and used the IRS Direct Data Exchange (FADDX) on the FAFSA to transfer data from the IRS.  
 ✓ Contributor #1’s tax information has been submitted.

CONTRIBUTOR #1 filed a 2022 federal tax return and did NOT use the IRS Direct Data Exchange (FADDX) on the FAFSA to transfer data from the IRS. Contributor #1 must submit an official 2022 IRS Tax Return Transcript available at [IRS.gov](https://www.irs.gov).

CONTRIBUTOR #1 did NOT and WAS NOT REQUIRED to file 2022 federal tax return. Contributor #1 must complete the box below listing all income sources and amounts. Contributor #1 must sign the attestation statement below the box where the income is listed. Do NOT leave the box blank. Contributor #1 must submit copies of all 2022 W2 and 1099 Forms. Submit completed form, with all required documents, to the Saint Joseph’s University Financial Aid Office at [sju.edu/help](https://www.sju.edu/help) (click on *Financial Aid*, *Verification Submission* and *Submit a Ticket*).

**STEP 3: CONTRIBUTOR #1 (Parent #1 or Spouse) INCOME INFORMATION**

Income Source	Income Amount
<b>Total Income for 2022:</b>	

**STEP 4: CONTRIBUTOR #2 (Parent #2) INCOME INFORMATION – CALENDAR YEAR 2022**

**Did you or were you required to file a 2022 Federal Income Tax Return? You must check a box.**

- Student is INDEPENDENT and Unmarried or Student is DEPENDENT with only ONE Contributor.
- CONTRIBUTOR #2 filed a 2022 federal tax return and used the IRS Direct Data Exchange (DDX) on the FAFSA to transfer data from the IRS.  
✓ Contributor #2's tax information has been submitted.
- CONTRIBUTOR #2 filed a 2022 federal tax return and did NOT use the IRS Direct Data Exchange (DDX) on the FAFSA to transfer data from the IRS.  
Contributor #2 must submit an official 2022 IRS Tax Return Transcript available at [IRS.gov](https://www.irs.gov).
- CONTRIBUTOR #2 did NOT and WAS NOT REQUIRED to file 2022 federal tax return. Contributor #2 must complete the box below listing all income sources and amounts. Contributor #2 must sign the attestation statement below the box where the income is listed. Do NOT leave the box blank. Contributor #2 must submit copies of all 2022 W2 and 1099 Forms.  
Submit completed form, with all required documents, to the Saint Joseph's University Financial Aid Office at [sju.edu/help](https://www.sju.edu/help) (click on *Financial Aid, Verification Submission* and *Submit a Ticket*).

Income Source	Income Amount
<b>Total Income for 2022:</b>	

**STEP 5: STATEMENT OF EDUCATIONAL PURPOSE**

I certify that I, \_\_\_\_\_, am the individual signing this Statement of Educational Purpose and that the federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending Saint Joseph's University. I also certify that all of the information reported is complete and accurate.

\_\_\_\_\_ Date \_\_/\_\_/\_\_

Student Signature

**STEP 6: REQUIRED SIGNATURES**

\_\_\_\_\_ Date \_\_/\_\_/\_\_      \_\_\_\_\_ Date \_\_/\_\_/\_\_

Student Signature      Parent/Spouse Contributor Signature\*

\*one parent signature required for dependent students; spouse signature required for married, independent student