

**2023-2024 VERIFICATION FORM - INDEPENDENT STUDENT**

Student Name \_\_\_\_\_ Student SSN \_\_\_\_\_  
 Last First MI  
 Student Date of Birth \_\_\_\_\_  
 Student Telephone # ( ) \_\_\_\_\_ Student email \_\_\_\_\_

Complete and sign this verification form and return it to Student Financial Services (SFS) as soon as possible so that your financial aid won't be delayed. If you have any questions, please contact the SFS Office staff at (570) 372-4450.

The U.S. Department of Education has selected your FAFSA for review in a process called "verification." SU is required to collect information in this format to confirm that you have entered correct information on your FAFSA. Your financial aid cannot be processed until all requested information is received. Failure to complete verification by the last enrolled day of the award period will result in a loss of aid. This review must be conducted under the financial aid program rules (34 CFR, Part 668). **Please note that the Verification process will not be complete until all required documentation is received**

Successful completion of the Verification process requires students provide income information for both themselves AND spouse (if applicable).

**For tax filers** - If you did **not** submit your 2023-2024 FAFSA using the IRS Data Retrieval Tool, you must obtain and provide to the Student Financial Services staff:

- A copy of your 2021 Tax Return, including schedules 1, 2, and 3 (if filed), signed by the tax payer or containing tax preparer information; **or**
- A copy of your 2021 IRS Tax Return Transcript
  - Call the IRS at 1-800/908-9946, or go to <http://www.irs.gov/Individuals/Get-Transcript>, to order.

**For non-tax filers** – Obtain a Confirmation of Non-Filing for 2021 from the IRS by submitting Form 4506-T to the IRS (check box 7). If the student is married and neither the student nor the student's spouse filed a tax return, each must provide this confirmation.

**FAMILY INFORMATION**

List the people in **your household**. Include the following:

- yourself, and your spouse if you have one, **and**
- your children, if you will provide more than half of their support from July 1, 2023 through June 30, 2024, **and**
- 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 from July 1, 2023, through June 30, 2024.

Also write in the name of the college for any household member who will be attending college at least half-time between July 1, 2023, and June 30, 2024, **AND** will be enrolled in a degree, diploma, or certificate program. Attach an additional sheet if necessary.

Full Name	Age	Relationship	College
		Self (You/Student)	Susquehanna University

STUDENT NAME: \_\_\_\_\_

**TAX FILING AND INCOME INFORMATION**

**Student:** check **one box** below. Were you required to file a 2021 Federal Income Tax Return?

- YES.** You must provide income information on the FAFSA using the IRS Data Retrieval Tool (DRT), **OR** provide tax documentation outlined on page 1 of this form.
- NO.** Read and sign the **bolded** statement below, complete the Employer and Wage table, and attach all corresponding W-2's. You must also provide a Confirmation of Non-Filing from the IRS by submitting Form 4506-T to the IRS (instructions on page 1 of this form).

**I certify that I did not and will not file a federal tax return for calendar year 2021. I further certify that I have given accurate and complete account of all taxable earnings and non-taxable benefits. I have included money received or paid on my behalf during calendar year 2021.**

Student signature: \_\_\_\_\_ Date: \_\_\_\_\_

Employer name	2021 Wages

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***CERTIFYING SIGNATURES***

I/We certify that all the information reported on this worksheet is complete and correct.

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

\_\_\_\_\_  
Student Signature \_\_\_\_\_  
Date

\_\_\_\_\_  
Spouse Signature (if applicable) \_\_\_\_\_  
Date

**Please return to by mail or fax to:**

**Student Financial Services  
Susquehanna University  
514 University Ave.  
Selinsgrove, PA 17870**

**FAX: 570/372-2722**