UNIVERSITY OF ST. FRANCIS

2024–2025 Verification Form

INSTRUCTIONS

Your financial aid application has been selected for the federal verification process. You are required to complete this form and submit the required tax documents to Financial Aid Services. Use a copy of your Free Application for Federal Student Aid (FAFSA) submission summary as a reference in answering the questions on this form. ***If you were required to provide parent data to complete the FAFSA, you must complete the PARENT sections of this form.***

SECTION A: STUDENT INFORMATION

Name: _____ USF ID/SSN: _____ Date of Birth: _____

Address: _____ City: _____ State: ____ Zip Code:_____

Cellphone: _____ Email: _____

SECTION B: FAMILY HOUSEHOLD INFORMATION

List all people who will live in your or your parent(s)' household and **receive over 50 percent** support during the period July 1, 2024 through June 30, 2025. Please state below the name, relationship to you (i.e., mother, father, brother) and age of the person. ***Dependent Students:*** ***include your parents and those people supported by and living with your parent(s).*** ***Independent Students:*** ***include those people supported by and living with you (and your spouse).***

NAME	RELATIONSHIP TO YOU	AGE

SECTION C: STUDENT (& SPOUSE) FEDERAL TAX FILING STATUS

- Did or will the student file a 2022 IRS Form 1040 or 1040-NR? ☐ Yes ☐ No
- Did or will the student file a 2022 joint tax return with their current spouse? ☐ Yes ☐ No
- Did the student either 1) earn income in a foreign country in 2022, 2) work for an international organization in 2022 without being required to report income on any tax return, or 3) file a 2022 tax return with Puerto Rico or another U.S. territory? ☐ Yes ☐ No
- Did you file a schedule A, B, D, E, F, or H with your 2022 IRS Form 1040? ☐ Yes ☐ No ☐ Don't Know

SECTION D: PARENT(S) FEDERAL TAX FILING STATUS

- Did or will the parent file a 2022 IRS Form 1040 or 1040-NR? ☐ Yes ☐ No *(If "no," indicate which of the following applies to the parent for 2022.)*
  - ☐ The parent filed or will file a tax return with Puerto Rico or another U.S. territory. ☐ The parent filed or will file a foreign tax return.
  - ☐ The parent either earned income in a foreign country but did not and will not file a foreign tax return, or worked for an international organization and was not required to report income on any tax return. International organizations include, for example, the United Nations, World Bank, and International Monetary Fund.
  - ☐ The parent, even though they earned income in the U.S., did not and will not file a U.S. tax return because their income was below the tax filing threshold.
  - ☐ The parent did not and will not file a U.S. tax return for reasons other than low income.
  - ☐ The parent did not and will not file any tax treturn because they did not earn any income.
- Did or will the parent file a 2022 joint tax return with their current spouse? ☐ Yes ☐ No
- Did parent file a schedule A, B, D, E, F, or H with your 2022 IRS Form 1040? ☐ Yes ☐ No ☐ Don't Know

SECTION E: INCOME EXCLUSIONS

Amount of college grant, scholarships or AmeriCorps benefits reported as INCOME to the IRS (only if the student paid taxes on those grants, scholarships or benefits):

Student (and Spouse) **TOTAL $**_____ Your Parent(s) **TOTAL $**_____

Foreign earned income exclusion IRS Form 1040 Schedule-1 line 8d:

Student (and Spouse) **TOTAL $**_____ Your Parent(s) **TOTAL $**_____

SECTION F: UNTAXED INCOME INFORMATION

Annual child support received for all children in 2022: Student (and Spouse) **TOTAL $**_____ Your Parent(s) **TOTAL $**_____

IRA rollover into another IRA or qualified plan: Student (and Spouse) **TOTAL $**_____ Your Parent(s) **TOTAL $**_____

Pension rollover into an IRA or other qualified plan: Student (and Spouse) **TOTAL $**_____ Your Parent(s) **TOTAL $**_____

SECTION G: CERTIFICATION STATEMENT

I/We hereby certify that all of the information provided on this USF Verification Form is true and correct to the best of my/our knowledge and that all forms of income for our family household have been reported. I/We understand that the information provided on this form will be used to verify the data submitted on the Free Application for Federal Student Aid (FAFSA). I/We allow the financial information provided for this applicant to be discussed with all parties for which data was required to complete the application. I, the student, further certify that I have received my high school diploma or GED certificate and that I will be enrolled in a degree-seeking program at USF. I realize that my eligibility for financial assistance is not finalized until all requested verification documents have been received and reviewed by Financial Aid Services. I, the student, realize that I must report any changes in enrollment status or living arrangements to Financial Aid Services immediately.

Student Applicant's Signature Date

Parent Signature Date

Please complete and return this form and required tax documents to:

Financial Aid Services
University of St. Francis
500 Wilcox St.
Joliet, IL 60435

Fax: 815-740-3822
Phone: 866-890-8331 (toll-free)
Email: finaid@stfrancis.edu

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