

This document is needed to satisfy your verification requirement. Please complete this form and return with all necessary documents. Visit our website, www.jcu.edu/sefs/process-policies-and-forms/policies-and-forms/verification for further instructions

Student's Name: _____ JCU ID: _____

Home Address: _____ City, State, Zip: _____

A. Marital Status			
<i>Marital Status as of today. Check the status and where appropriate list date of status.</i>			
		Status	Date
Check one:			Month Year
	Never Married		N/A N/A
	Married		
	Legally Separated/Divorced and living apart		
	Separated but no court action		
	Widowed and not remarried		

If you and/or your spouse filed taxes you must verify 2022 taxable income, choose one of the three methods below to request your tax documents.

METHOD 1 Complete the FA-DDX through FAFSA on the Web.

1. Go to fafsa.gov and make a correction to your existing FAFSA.
2. Use this direct data exchange between FAFSA and the IRS.
3. Follow the instructions and make sure to submit your correction

METHOD 2 Request TAX RETURN TRANSCRIPT through the IRS.

If you are married and have filed separately you need to request two transcripts, one for you and one for your spouse.

1. <http://www.irs.gov/Individuals/Get-Transcript>
2. Call 1-800-908-9946 request by the automated system.

METHOD 3 Submit your FEDERAL TAX RETURN.

1. Submit an exact SIGNED copy of the 2022 Federal Tax Return (including schedules and W2s) you submitted to the IRS. If you filed separately from your spouse, submit both returns.

If you (or your spouse) were foreign nontax filers you must verify non-filing status from the relevant tax authority by submitting verification of non-filing from the relevant tax authority other than the IRS dated after 10/1/23

B. Tax Filer Status	
<i>Tax documents refer to requesting a Tax Return Transcript from the IRS or submitting a signed, paper 2022 Federal Tax Return with all schedules.</i>	
Check one:	Note: If filed separately from spouse, 2022 tax return or tax documents are required for both individuals
	I (we) verified tax information through the FA DDX* and have not altered any data Skip Section C
	I (we) have filed taxes and did not use FA-DDX*. Attach 2022 TAX DOCUMENTS and W2 forms Skip Section C
	I (we) did not file a 2022 US federal tax return. Complete Section C and submit documents.

C. Non-Filer Status

Check one:

I (we) filed a **foreign income tax or relevant tax authority other than the IRS in 2022**. I have attached all W-2 forms, earning statements, and signed foreign tax returns.

I (we) did not, will not, and am not required to file a 2022 U.S. tax return and under IRS or other relevant tax rules am not required to file a 2022 income tax return. The chart below represents all of my earnings. I have attached all W2s and 1099s or equivalents.

If I am a nonfiling, foreign non-filer (a US territory, commonwealth or foreign government) I will submit a verification of non-filing for 2022 from the relevant tax authority dated on or after 10/1/23

I (we) were not employed and had no income from any source in 2022. Complete the chart below with N/A. for income.

LIST 2022 INCOME from every source even if a W2, W2 equivalent or 1099 was not issued. Submit these documents.

Employer(s)/Source(s)	Was a W2/1099 Issued?	2022 Amount
	Yes / No	\$
	Yes / No	\$
	Yes / No	\$

I (we) certify through my signature that I DID NOT, WILL NOT and AM NOT REQUIRED to file under IRS or other relevant tax authority rules a 2022 income tax return. All sources and amounts of earnings, other income and resources that supported me for 2022 are reported above.

Signature of Student Non-Tax Filer (sign manually with pen)

Signature of Spouse Non-Tax Filer (sign manually with pen)

D. Family Size

List the people in your household including:

- Yourself and your spouse if you are married.
- Your dependent children (or your spouse's dependent children) even if they live apart because of college enrollment
- Other people living with the family now only if you will provide more than half of their support from July 1, 2024 till June 30, 2025.

LIST THE FULL NAMES OF ALL HOUSEHOLD MEMBERS from the description above

First Name	Last Name	DOB	Relationship
			Self

Stop, the last page of this form must be completed in person to Rodman Hall Room 249. It must contain an original, wet signature. If you are unable to appear in person to the office, complete the last page in presence of a notary who will copy the front and back of your ID. Mail both this form and all required documents along with a copy of your ID the notary used to verify your identify to the Office of Student Enrollment. Do not fax, email or scan this form.

E. Identity and Statement of Education Purpose

The student must appear in person to verify his or her identity by presenting an unexpired valid government-issued photo identification (ID), such as, but not limited to, a driver's license, other state issued ID, or US passport. The institution will maintain a copy of the student's photo ID that is annotated by the institution with the date it was received and reviewed, and the name of the official authorized to receive and review the student's ID.

In addition, the student must sign, in the presence of the institutional official (or notary) , the Statement of Educational Purpose provided below.

Statement of Educational Purpose

I certify that I _____ am the individual signing this Statement of
(Print Student's Name)

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 John Carroll University for 2024-2025.

Student's Signature

Date

JCU ID

Signature of official collecting the documentation: _____

Please make sure the driver's license, government issued ID or passport is not expired. An unexpired valid government-issued photo identification is one that is issued by the U.S. government, any of the 50 States, the District of Columbia, the Commonwealth of Puerto Rico, a federally recognized American Indian and Alaska Native Tribe, American Samoa, Guam, the Virgin Islands, the Commonwealth of the Northern Mariana Islands, the Republic of the Marshall Islands, the Federated States of Micronesia, or the Republic of Palau.

Notary's certificate of acknowledgement

*******Submit this form in person to Rodman Hall Room 249. Do not fax, email or scan this form**

F. Certification

By signing this certification, we confirm that all information reported on this form in support of the student's application for financial aid is complete and correct. WARNING: If you purposely give false or misleading information on this worksheet, you may be fined, sentenced to jail, or both.

Signature of Student (sign manually with pen)

Date

Signature of Spouse (sign manually with pen)

Date

Student's Email Address

Spouse's Email Address

JCU will compare the FAFSA with the information on this worksheet and other required documents, any differences will be corrected which may result in a change to the financial aid award. This form and documentation should be returned within 15 days of receipt. Do not email sensitive information