

Student Information (please print)

Last name, First name, MI	
Empower ID	
Street Address	
City, State, Zip Code	
Phone Number	
Date of Birth	

1. Household Information

A. List the people you will support between July 1, 2023 and June 30, 2024. Include:

- You and your spouse (if you are married).
- Your children, if you (or your spouse) provide more than half of their support, even if they don't live with you.
- Other people if they now live with you and you now provide more than half of their support and will continue to provide more than half of their support through June 30, 2024.

B. If any of your household members below attend college, write the name of the college below and mark if they will be enrolled at least half time in a degree, diploma, or certificate program at an eligible postsecondary educational institution any time between July 1, 2023, and June 30, 2024. Attach additional paper if you need more space for your household, listing relationship to student, full name, date of birth and college attending (if applicable).

Relationship to Student	Full Name of Household Member	Age	College (if attending)	Will be Enrolled at Least Half Time (Yes or No)
Student			<i>Mercy College of Ohio</i>	Yes/No/NA
Spouse				Yes/No/NA
<input type="checkbox"/> Child <input type="checkbox"/> Step-Child				Yes/No/NA
<input type="checkbox"/> Child <input type="checkbox"/> Step-Child				Yes/No/NA
<input type="checkbox"/> Child <input type="checkbox"/> Step-Child				Yes/No/NA
<input type="checkbox"/> Other _____				Yes/No/NA

STUDENT	SPOUSE
<input type="checkbox"/> I filed a 2021 IRS Tax Return - used the IRS data retrieval on my FAFSA or - am attaching a copy of my 2021 IRS Tax Return Transcript or a signed copy of my 2021 IRS Tax Return and All Schedules ~~~~~	<input type="checkbox"/> I filed a 2021 IRS Tax Return - used the IRS data retrieval on my FAFSA or - am attaching a copy of my 2021 IRS Tax Return Transcript or a signed copy of my 2021 IRS Tax Return and All Schedules ~~~~~
<input type="checkbox"/> I did not work in 2021 and did not file a 2021 Federal Tax Return. I am attaching my 2021 IRS Verification of Non-filing Letter (VNF), or I attempted but was unable to obtain a VNF	<input type="checkbox"/> I did not work in 2021 and did not file a 2021 Federal Tax Return. I am attaching my 2021 IRS Verification of Non-filing Letter (VNF), or I attempted but was unable to obtain a VNF
OR	OR
<input type="checkbox"/> I worked in 2021 but was not required to file a 2021 Federal Tax Return. I am attaching my 2021 IRS Verification of Non-filing Letter (VNF). Must submit copies of 2021 W-2's.	<input type="checkbox"/> I worked in 2021 but was not required to file a 2021 Federal Tax Return. I am attaching my 2021 IRS Verification of Non-filing Letter (VNF). Must submit copies of 2021 W-2's.

Non-Tax Filers: If you were not required to file a return but worked during 2021, list all employers and the amounts earned below. You must also submit copies of your 2021 W-2's. If you don't have a copy of your 2021 W-2, request a 2021 Wage and Income Transcript from the IRS at www.irs.gov

2021 Income	Employer Name	Wages (Use box 1 on Form W-2. If no W-2 was issued, list all earnings from job.)
<i>Student</i>		\$
<i>Student</i>		\$
<i>Spouse</i>		\$
<i>Spouse</i>		\$

Please read all options listed below regarding providing proof of identity

3. Proof of Identity – Student must appear in the financial aid office and provide proof of identity

The student must appear (if unable, please see notary option below) in person at Mercy College of Ohio 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 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 at the institution authorized to receive and review the student's ID. In addition, the student must sign, in the presence of the institutional official, the Statement of Educational Purpose provided below.

Identity and Statement of Educational Purpose (To Be Signed at Mercy College of Ohio)

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 Mercy College of Ohio for 2023–2024.

Student Signature

Date

Financial Aid Staff Signature

Date

OR
Identity and Statement of Educational Purpose
(To Be Signed in the Presence of a Notary)

If the student is unable to appear in person at Mercy College of Ohio to verify his or her identity, the student must provide to the institution:

- (a) A copy of the unexpired valid government-issued photo identification (ID) that is acknowledged in the notary statement below, or that is presented to a notary, such as, but not limited to, a driver's license, other state-issued ID, or passport; and
- (b) The original Statement of Educational Purpose provided below, which must be notarized. If the notary statement appears on a separate page than the Statement of Educational Purpose, there must be a clear indication that the Statement of Educational Purpose was the document notarized.

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 Mercy College of Ohio for 2023–2024.

Student Signature

Date

Notary's Certificate of Acknowledgement
Notary's certification may vary by State

State of _____ City/County of _____

On _____, before me, _____,
(Date) (Notary's name)

personally appeared, _____, and proved to me
(Printed name of signer)

on the basis of satisfactory evidence of identification _____
(Type of unexpired government-issued photo ID provided)

to be the above-named person who signed the foregoing instrument.

(Notary signature)

My commission expires on _____
(Date)

WITNESS my hand and official seal
(seal)

4. Certifications and Signatures

Each person signing below certifies that all the information reported is complete and correct. The student whose information was reported on the FAFSA must sign and date. **Warning: If you purposely give false or misleading information on this worksheet, you may be fined, sentenced to jail, or both. PLEASE DO NOT SIGN ELECTRONICALLY**

 Print Student's Name

 Empower ID

 Student's Signature (Required)

 Date

 Spouse's Signature (Optional)

 Date

Tax Information Instructions

Both the student and the spouse are required to submit processed 2021 Federal Tax Information. The only acceptable methods to submit tax information are listed below:

IRS Data Retrieval Tool – Directly import your 2021 IRS data into your 2023-2024 FAFSA by logging into fafsa.gov and select “Make Correction”.

Signed Copy of Federal Income Tax Return – Provide a **SIGNED** copy of your and/or your spouse's 1040 Federal Income Tax Return for 2021 and applicable schedules

IRS Tax Return Transcript – Submit your 2021 Tax Return Transcript. You can order the transcript online at irs.gov or via automated telephone request by calling 1-800-908-9946. You may also complete IRS Form 4506-T and check mark box 6a. This form is found at irs.gov. Please make sure you request an IRS Tax Return Transcript NOT the IRS Account Transcript.

Verification of Non-Filing Letter – If you or your spouse did not file 2021 taxes, and are not required to file taxes, then you must request a Verification of Non-Filing Letter from the IRS by submitting the IRS Form 4506-T, check marking box 7. This form is found at irs.gov. You may also attempt to order the non-filing letter online at irs.gov.

Amended Taxes – If the student or spouse filed an amended 2021 IRS tax return, please submit your original **signed** 2021 IRS Tax Return Transcript and a **signed** copy of the 2021 IRS Form 1040X that was filed with the IRS.

For your protection, please do not send personally identifiable or confidential information, including tax records and social security numbers, via email.