

REDUCTION IN INCOME - Complete only if the change occurred during 2021, 2022 or 2023 and your 2023 income will be significantly less than in 2021 and/or 2022

- Unemployment or change in employment Date of employment change _____
Please attach a copy of your layoff or termination notice from your employer, as well as your last pay stub. This letter should include verification of your last date of employment and be on company letterhead. Please also attach a copy of any unemployment benefit determination. Please also complete the grid below. Resignations will not be considered unless you resigned in order to attend school full-time. Also, loss of overtime income cannot be considered.
- Death of spouse or parent Date of death _____
Please attach a letter noting the date, place and cause of death, and complete the grid below.
- Disability of student, spouse or parent Date of disability _____
Please attach a copy of your disability claim and a note from your doctor. This should include your last date of employment. Also attach a letter from your employer verifying your last date of employment on company letterhead. Please also complete the grid below.

FOR PARENTS OF DEPENDENT STUDENTS ONLY:

- Divorce or Separation (if it occurred after filing the 2023-2024 FAFSA)
Date of Divorce _____ Date of Separation _____
Please attach copies of court documents and complete the grid below. Include information of the custodial parent only.

Anticipated 2023 Income (1/1/2023 – 12/31/2023)	Father	Mother	Student	Spouse
WAGES, SALARIES, TIPS (including severance pay, disability payments and any other income earned from work)				
OTHER TAXABLE INCOME (including unemployment benefits, interest income, IRA deductions, Social Security benefits, etc.) Be sure to use your 2021 or 2022 federal income tax return as a reference.				
CHILD SUPPORT RECEIVED				
OTHER UNTAXED INCOME — Please list sources:				

B. REQUIRED DOCUMENTS

Please remember that you must submit all of the following information along with this form:

- 2021 and 2022 IRS tax return transcript for you, your spouse, and your parents (for dependent students).**
To obtain an IRS tax return transcript, go to www.irs.gov and select "Get Your Tax Record" or call 1-800-908-9946. Make sure to request the **2021 and 2022 IRS Tax Return Transcripts** and **NOT** the IRS tax account transcript. It normally takes within 2-3 weeks for IRS income information to be available for electronic IRS tax return filers, and 6-8 weeks for paper IRS tax return filers. Or, you may submit signed copies of the 2021 and 2022 IRS Federal Income Tax return(s) and applicable schedules, for each person. If you did not file taxes, you need to order a **IRS Verification of Non-Filing Letter** for each person, for each year they did not file.
- Copies of all of you and your spouse's and your parents' (for dependent students) 2021 and 2021 W-2 and/or 1099 forms.**
- Completed 2023-2024 Dependent or Independent Verification Worksheet, which can be printed from our website, www.holyfamily.edu/finaid/forms (choose 2023-2024).**
- Copy of required additional documentation for each section of this form that you completed.**

C. CERTIFICATION

I certify under penalty of perjury that the information provided on this form and attached is true and correct to the best of my knowledge.

PARENT SIGNATURE: _____ DATE: _____

STUDENT SIGNATURE: _____ DATE: _____

Return completed form and required documentation to the address or email address on the front/first page of this form. Contact us at the phone number or email address on the front of this form with any questions.