



## UofL Student Financial Aid Office Additional Information/Documentation Request

*Please do not submit this page with the attached form. It is a resource for you to keep.*

We need you to confirm your spouse’s Foreign Earned Income Exclusion amount that was reported on your 2024-2025 FAFSA. To confirm this information, our office is requesting that you print, complete, and return the attached “Spouse Foreign Earned Income Exclusion” form with **handwritten signatures** and a copy of your spouse’s **2022 IRS 1040 Schedule 1**. Forms submitted without the requested documentation and signatures are incomplete and cannot be processed.

After reviewing your form and documentation, our office may request additional information or documentation, request that you make corrections to your FAFSA, or make corrections to your FAFSA<sup>1</sup>. Make sure to monitor your UofL e-mail account and Tasks list for additional information about the status of your account. Please note there may be a hold placed on your account until all information is verified. Processing is completed when you no longer see “Foreign Earned Income Excl. SP” in your Ulink Task Tile.

The checklist status in your ULink Task Tile will change throughout the process. Descriptions of each status are provided below:	
<b>Initiated:</b>	Your form has been assigned but not yet received by our office.
<b>Accepted:</b>	An item has been received but not reviewed.
<b>Active:</b>	<b>Additional information is needed:</b> Review your ULink Task Tile and your UofL e-mail.
<b>Received:</b>	Your form is being reviewed. Monitor your ULink Task Tile and your UofL e-mail.
<b>In Progress:</b>	Your form is being processed.

If you have any questions, or need additional information, please contact our office at (502) 852-5511. You may submit the completed form to our office via fax, mail, document upload, or in-person.

**Do not submit this form or any requested documentation by e-mail.**

**Please return your signed form and, if applicable, all requested documentation to the UofL Student Financial Aid Office using one of the options below:**

The attached form must be printed then signed with a handwritten signature(s) before submitting.

<b>ULink Financial Aid Document Upload<sup>2</sup>:</b>	Log into your student <b>ULink</b> account at <a href="https://ulink.louisville.edu/">https://ulink.louisville.edu/</a> , open your ‘Tasks’ tile and select the ‘Financial Aid Document Upload’ menu.  For additional information, please visit <a href="https://louisville.edu/financialaid/applying-for-aid/document-upload">https://louisville.edu/financialaid/applying-for-aid/document-upload</a> .
<b>Mail/In Person:</b>	Student Financial Aid Office, Houchens Building Room 110, University of Louisville, Louisville, KY 40292
<b>Fax Number:</b>	502.852.0182

**<sup>2</sup>DO NOT E-MAIL this form or attachments; the options above are the only permissible way to securely submit financial aid documents electronically.**

**DO NOT submit this form or attachments to any other office.**

<sup>1</sup>Federal law requires the resolution of any potentially conflicting information. We may make a correction to your FAFSA, which may result in a change to your eligibility for federal student aid.

**SPOUSE FOREIGN EARNED INCOME EXCLUSION FORM 2024-2025**

Student Name: \_\_\_\_\_ Student ID: \_\_\_\_\_

Spouse Name: \_\_\_\_\_

The amount of the 2022 Foreign Earned Income Exclusion your spouse reported on your 2024-2025 FAFSA must be confirmed. You will be contacted if additional information is needed.

Please respond to the items below, sign, date, and return this form using one of the options listed on the first page. **Do not submit via e-mail.**

**What was the amount of your spouse's foreign earned income exclusion for the 2022 tax year?**

\$ \_\_\_\_\_

The correct amount can be found on your spouse's 2022 IRS Form 1040 Schedule 1: line 8d.

**Please submit a copy of your spouse's 2022 IRS Form 1040 Schedule 1 with this form**

Schedule 1 attached

By signing this form, you certify that all of the information you provided on the form and any submitted documentation is true and complete to the best of your knowledge and you agree, if asked, to provide information that will verify the accuracy of your completed form. If you purposefully give false or misleading information you may be subject to criminal penalties under 20 U.S.C. 1097, which may include a fine up to \$20,000, imprisonment, or both.

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Phone number: \_\_\_\_\_

Spouse's Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Phone number: \_\_\_\_\_

**Office Use Only**

Reported on ISIR Trans #: \_\_\_\_\_ SPFI25: \_\_\_\_\_ Date: \_\_\_\_\_ Init. \_\_\_\_\_

CC: \_\_\_\_\_ [ ] ISIR correction needed