



CITY OF PITTSBURGH EMPLOYER VERIFICATION FORM

Full-time traditional undergraduate students at Carlow University who are dependents of an employee of the City of Pittsburgh may qualify for a need-based **City of Pittsburgh Grant**. This grant has an annual maximum amount of \$2,000, depending on the results of the Free Application for Federal Student Aid (FAFSA), and is renewable for a maximum of four academic years (eight semesters).

This form should be submitted to the Office of Admissions at Carlow University as soon as possible to verify eligibility, and no later than when you register for your first semester classes. It must be completed and furnished upon request in subsequent years. To remain eligible for the grant, the student must maintain Satisfactory Academic Progress (SAP) at Carlow and file a FAFSA each year.

TO BE COMPLETED BY THE STUDENT

Name _____

ID # or SS # _____

TO BE COMPLETED BY THE EMPLOYEE

Name _____

Relationship to Student _____

Title/Position with the City of Pittsburgh _____

TO BE COMPLETED BY HUMAN RESOURCES

This section should be completed by an authorized City of Pittsburgh human resources representative.

Name _____

Phone _____

Title/Position _____

Email _____

By signing below, I hereby certify that the individual listed above is an active employee in good standing.

Employer's Signature

Date

Please submit completed form via one of the following methods:

By Mail: Carlow University
Office of Admissions
3333 Fifth Avenue
Pittsburgh, PA 15213

By Fax: 412.578.6321

By Email: admissions@carlow.edu