



2023-2024 Parent Non-Filing/Income Worksheet

Student Name _____

Student ID # _____

Address (include apt no.) _____

Date of Birth _____

City _____ State _____ Zip Code _____

Phone number (include area code) _____

Your application was selected by the U.S. Department of Education for review in a process called verification. In this process, we are required by federal law (34 CFR, Part 668) to compare the information from your application with the information provided on this form. Complete this verification form and submit it (along with other necessary IRS documentation) to the financial aid office as soon as possible so that your financial aid will not be delayed.

INDIVIDUALS NOT FILING 2021 FEDERAL TAX RETURNS – Check all boxes that apply:

- A. **The parent(s) did not file a federal tax return in 2021 and was/were not required to file.**
- If parent(s) did not file taxes in 2021, each parent whose information is listed on the FAFSA must also complete **IRS Form 4506-T** to receive a **Verification of Non-Filing Letter** dated on or after Oct. 1, 2022. Download the form at <https://www.irs.gov/pub/irs-pdf/f4506t.pdf>. If unsuccessful initial below:
 (initial) _____ **By signing this form, I am certifying that I have attempted to obtain the verification of non-filing from the IRS (or other tax authorities) and was unable to obtain the required documentation**
- B. **The parent(s) was/were employed in 2021.**
- Each parent must also provide all W-2s from 2021.
 - Parent(s) must also list below any income received in 2021 that is not reported on a W-2/Form 1099-MISC, etc. (For example, income earned from babysitting, lawn mowing, etc.)

Name of Employer	Father's/Stepfather's Amount	Mother's/Stepmother's Amount

- C. **Yes, the parent(s) did file a federal tax return in 2021.**
- The parent(s) must make a correction to the student's FAFSA and use the IRS Data Retrieval Tool **OR** provide a **signed** copy of his and/or her **2021 IRS tax return forms**. (If parents filed separately, tax returns from both parents are required.)

SIGN THIS WORKSHEET

Warning: If you purposely give false or misleading information on this form to help establish eligibility for Federal Student Aid, you may be subject to a \$20,000 fine, a prison sentence or both.

Parent Signature (one parent whose information was provided on FAFSA)

Date

Parent Name (of individual who signed above – please print legibly)