

2018-2019 VERIFICATION OF EARNED INCOME FOR PARENT NON-FILERS TAX YEAR 2016

Parent's Name: _____

Student's Name: _____ Student ID: C# _____

Your student's FAFSA has been selected for verification. On the FAFSA you reported you either you did not file taxes or you were not required to file taxes. Federal regulations require this information is verified. Return this completed form, W-2's, 1099's and attach documentation from the IRS dated October 1, 2017 or later that indicates a 2016 IRS income tax was not filed with the IRS.

You are required to file a tax return if you have earned income of \$6,300.00 or more for the 2016 year. If a tax return was filed, please provide us with a copy of the 2016 IRS Tax Return Transcript ordered directly from www.irs.gov

Please check the applicable box and attach Verification of non-filing letter from the IRS*:

- The parent, was not employed and had no income earned from work in 2016
- The parent was employed in **2016** and has listed below the names of all employers, the amount earned from each employer in 2016, and whether an **IRS W-2 or 1099** form was provided. This also includes any work-study earnings. List below all of the sources and amounts of money received January 1, 2016 through December 31, 2016. List every employer even if the employer did not issue an IRS W-2 form.

Attach to this form a copy of all W-2's, 1099's & the IRS Verification of Non-filer letter within 14 days of our request

| Employer's Name | 2016 Amount | Did you receive a W-2 or 1099? |
|---------------------------|----------------------|--|
| Bob's Auto Shop (example) | \$2,000.00 (example) | <u>If Yes please attach a copy.</u> <u>If No, please explain why.</u> |
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*Verification of Non-filing letter for 2016 is obtained at www.irs.gov:

- Choose "Get your Tax Record" You will elect to receive the information on-line or via the US postal Service (5 – 10 business day minimum to process) and
- Select Verification of Non-filing Letter

By signing this worksheet you certify that all of the information reported on it is complete, correct and you are providing the requisite documentation of your earnings & IRS non-filing status confirmation letter. Financial aid will be processed and applied to your students account once this completed form is reviewed.

 Parent's Signature (required)

 Date

Electronic signatures are not accepted & IRS Verification of Non-filing letter, applicable W-2's & 1099's must be attached