

Non-Filer Verification for INDEPENDENT STUDENT (and Spouse)
(This form applies to student AND spouse if your 2018-2019 FAFSA was completed as married)
Calendar year 2016 for the 2018-2019 Academic Year

Print Student Name _____

Student T# _____

Print Spouse's name, if applicable _____

TAX RETURN NONFILERS (meaning FAFSA indicates you **DID NOT FILE &** were **NOT REQUIRED** to file, according to IRS guidelines).

Check the option below that applies:

Student

Spouse

Was NOT employed and had NO income earned from work in calendar year 2016

Was employed in calendar year 2016 but was not required to file a federal tax return.

List below the names of all of employers, the amount earned from each employer, and attach all W2s. List every employer even if they did not issue a W-2. **A written explanation must be provided for any employer that did not provide a W-2 form.** (If more space is needed, attach a separate page with the student's name and T# at the top.)

Employer's Name	Who Earned this Amount (student or spouse)	Amount Earned 2016

NOTICE: *An individual who did not file an IRS tax return for the relevant year is required to submit proof from the IRS that they did not file a return, along with this completed and signed form. This may be obtained as instructed below and must be submitted with this document. **IF you encounter problems with obtaining this document, you must communicate with the Financial Aid Office.***

IRS Contact Information for proof of non-filing: (a separate Verification of Non-Filing Letter is required for each non-filer)

Go to www.irs.gov

- 1) Create an account with the IRS and print Verification of Non-filing letter online
- 2) Order by mail / request Verification of Non-filing letter
- 3) print IRS Form 4506-T, request Verification of Non-Filing (VONF) Letter for the 2016 tax year. Check box 7 and enter 12/31/2016 on line 9.

SIGN THIS WORKSHEET: *(The student MUST sign, AND non-filing spouse must sign if applicable).*

By signing this worksheet, I certify that all the information reported to qualify for federal student aid is complete and correct.

WARNING: *If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.*

Student Signature _____

Date _____

Spouse's Signature (if applicable) _____

Date _____