



**SECTION 3: INCOME VERIFICATION****A. STUDENT TAX RETURN FILER/NONFILER** (Student completes this sections, Please check the appropriate box below for student tax information.)

1. Did you (student) file a 2017 Tax Return? (individually)  Yes  No
- a. If no, did you work in 2017?  Yes  No
- i. If yes, please submit a copies of all your 2017 W-2(s), 1099's, etc. (
- ii. If no, please initial the following below;
- b. \_\_\_\_\_ I was not employed and had no income from work in 2017.
2. Did you (student) used the IRS Data Retrieval Tool on *FAFSA on the Web* to transfer 2017 IRS income tax information into the student's FAFSA?
- Yes  No
- a. If no, please provide a copy of the 2017 IRS Tax Return Transcript(s).

**B. PARENT(S) TAX RETURN FILER/NONFILER** (Parent(s) completes this sections, Please check the appropriate box below for parents tax information.)

3. Did you (parents) file a 2017 Tax Return? (individually)  Yes  No
- a. If no, did you work in 2017?  Yes  No
- i. If yes, please submit a copies of all your 2017 W-2(s), 1099's, etc.
- ii. If no, please initial the following below;
- b. \_\_\_\_\_ I was not employed and had no income from work in 2017.

If the parent(s), will not file and is not required to file a 2017 income tax return with the IRS. Verification of Non-filing Letter, provides proof that the IRS has no record of a 1040, 1040A or 1040EZ for 2017; you may obtained a copy at [www.irs.gov](http://www.irs.gov) and complete a 4506-T Form at <https://www.irs.gov/pub/irs-pdf/f4506t.pdf> Once completed, please mail to the appropriate address on the form. (Allow 2-3 weeks to be mailed).

4. Did you (parents) used the IRS Data Retrieval Tool on *FAFSA on the Web* to transfer 2017 IRS income tax information into the student's FAFSA?
- Yes  No
- b. If no, please provide a copy of the 2017 IRS Tax Return Transcript(s).

**NOTE:** To obtain an IRS Federal tax return transcript, go to [www.IRS.gov](http://www.IRS.gov) and click on the "Get Transcript for My Tax Records" link, or call 1-800-908-9946. Make sure to request the "IRS Tax Return Transcript" and not the "IRS Tax Account Transcript." You will need your Social Security Number, date of birth, and the address on file with the IRS (normally this will be the address used on the 2017 IRS income tax return). It takes up to 2-3 weeks for IRS income information to be available for electronic IRS tax return filers, and up to eight weeks for paper IRS tax return filers.

**SECTION 4: CERTIFICATION AND SIGNATURE**

By signing, I (we) certifies that all of the information reported is complete and correct. At least one parent whose information was included on the FAFSA must also sign.

**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

\_\_\_\_\_  
Parent's Signature (Required for Dependent student)

\_\_\_\_\_  
Date

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