



## Dependent Student Verification of Non-Filing for 2018-19

Your student's financial aid application was selected by the U.S. Department of Education to undergo a process called verification. You indicated on your student's financial aid application that you did not or will not file a 2016 IRS Income Tax Return.

Each parent (if your parent's are married), must complete this form. Both the student and parent must sign and submit this form. The form must be submitted to the Financial Aid Office to continue the review process and determine your eligibility for federal student aid.

### A. Student Information

Student's Name (Last, First, M.I.) \_\_\_\_\_

Student ID - *REQUIRED* \_\_\_\_\_

### B. Student 2016 IRS Income Tax Return Filing Status

Select ONE option from the three provided below. Your parent(s) must enter information in the section below.

Student: \_\_\_\_\_  
(First, Middle Initial, Last)

- I was not employed in 2016 and earned no income from work.
- I earned income in 2016 but did not file, nor was I required to file, an income tax return. I have listed my sources of income and amounts below and provided copies of my 2016 W2s. *If additional space was needed I have attached an additional sheet with the required information.*

Income Source/Employer Name	Amount Earned in 2016
<i>Example: Dan's Autobody</i>	<i>\$2,500.00</i>

- I have been granted a 2016 income tax filing extension. As required:
- I have attached a copy of the extension granted by the U.S. Internal Revenue Service (IRS);
  - I have attached a copy of a completed IRS Form 4868;
  - I have listed my sources of income in the box below and provided copies of my 2016 W2s; and
  - If I am self-employed, I have attached a signed statement estimating my 2016 AGI and taxes paid.

*If additional space was needed I have attached an additional sheet with the required information. My student's name and student ID has been placed at the top of the additional sheet.*

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### C. Parent(s) 2016 IRS Income Tax Return Filing Status

Select ONE option from the three provided below if you are the parent whose information was provided on your student's financial aid application. If you are married, or remarried, you must enter information for your spouse below.

Parent One: \_\_\_\_\_

(First, Middle Initial, Last)

- I was not employed in 2016 and earned no income from work.
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Parent Two: (if Parent is married): \_\_\_\_\_

(First, Middle Initial, Last)

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### C. Certification and Signatures

Each person signing below certifies that all the information reported on this worksheet is complete, correct, and any additional information is attached. The student and one parent **MUST** sign and date this section. I understand that purposely giving false or misleading information could result in a fine, imprisonment or both as it relates to my reporting information to the U.S. Department of Education.

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date