



# Dependent Student Verification of Non-Filing for Tax Year 2023

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 either you or your spouse/partner did not or will not file a 2023 IRS Income Tax Return.

Each parent (if your parents 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 2023 IRS Income Tax Return Filing Status

Select ONE from the options provided below. Your parent(s) must enter information in Section C.

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

- I was not employed in 2023 and earned no income from work.
- I earned income in 2023 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 2023 W2s. *If additional space was needed I have attached an additional sheet with the required information.*

Income Source/Employer Name	Amount Earned in 2023
<i>Example: Dan's Autobody</i>	\$2,500.00

- I have been granted a 2023 income tax filing extension, beyond the six-month automatic extension period. As required:
  - I have attached a copy of the extension granted by the U.S. Internal Revenue Service (IRS), Form 2350;
  - I have attached IRS Verification of Non-filing dated on or after October 1, 2024;
  - I have listed my sources of income in the box below and provided copies of my 2023 W2s; and
  - If I am self-employed, I have attached a signed statement estimating my 2023 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.*

Income Source/Employer Name	Amount Earned in 2023
<i>Example: Dan's Autobody</i>	\$2,500.00

- I earned income in 2023 **and**
  - I used the FUTURE Act Direct Data Exchange (FA-DDX) on the FAFSA to transfer 2023 IRS income information **OR**
  - I will submit a 2023 IRS tax transcript. *If you need instructions for requesting a tax transcript, please see your financial aid advisor.*

**C. Parent(s) 2023 IRS Income Tax Return Filing Status**

Select ONE from the options 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 2023 and earned no income from work.

I earned income in 2023 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 2023 W2s. *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.*

Income Source/Employer Name	Amount Earned in 2023
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I earned income in 2023 **and**

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- I will submit a 2023 IRS tax transcript. *If you need instructions for requesting a tax transcript, please see your financial aid advisor.*

**CONTINUED ON NEXT PAGE**

**Parent Two (First, Middle Initial, Last) (if Parent is married) :** \_\_\_\_\_

- I was not employed in 2023 and earned no income from work.
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*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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## D. 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 each 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 One's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent Two's Signature

\_\_\_\_\_  
Date