



## 2024-2025 INDEPENDENT Student Non-Filing/Income Worksheet

|                           |                                  |
|---------------------------|----------------------------------|
| Student Name              | Student ID #                     |
| Address (include apt no.) | Date of Birth                    |
| City                      | Phone number (include area code) |
| State                     |                                  |
| Zip Code                  |                                  |

Your application was selected by the U.S. Department of Education for review in a process called verification. In this process, we are required by federal law (34 CFR, Part 668) to compare the information from your application with the information provided on this form. Complete this verification form and submit it (along with other necessary IRS documentation) to the financial aid office as soon as possible so that your financial aid will not be delayed.

### **INDIVIDUALS NOT FILING 2022 FEDERAL TAX RETURNS – Check all boxes that apply:**

- A.  The student did not file a federal tax return in 2022 and was not required to file.
- B.  The student’s spouse did not file a federal tax return in 2022 and was not required to file.
- C.  The student and/or spouse was employed in 2022.
  - You and/or your spouse must also provide all W-2s from 2022.
  - You must also list below any income earned by you and your spouse in 2022 that is not reported on a W-2/Form 1099-MISC, etc. (e.g., income earned from babysitting, lawn mowing, etc.)

| Name of Employer | Student’s Amount | Spouse’s Amount |
|------------------|------------------|-----------------|
|                  |                  |                 |
|                  |                  |                 |

- D.  **Yes, the student and/or spouse did file a federal tax return in 2022.**
  - You must provide a signed copy of your **2022 IRS tax return forms**. (If you and your spouse filed separately, tax forms from both are required.)
- E.  **The student and/or spouse would file a return with a relevant tax authority other than the IRS dated on or after October 1, 2023.**
  - You and/or your spouse must provide a verification of non-filing letter from a relevant tax authority other than the IRS. If unsuccessful, initial below.
    - ✓ (initial) \_\_\_\_\_ By signing this form, I am certifying that I have attempted to obtain the verification of non-filing from a relevant tax authority other than the IRS and was unable to obtain the required documentation.

### **SIGN THIS WORKSHEET**

**Warning: If you purposely give false or misleading information on this form to help establish eligibility for federal student aid, you may be subject to a \$20,000 fine, a prison sentence, or both.**

|                   |      |
|-------------------|------|
| Student Signature | Date |
|-------------------|------|