



**C. Student's Income Information** – Please check only one box on this page.

**TAX RETURN FILERS**

**Instructions:** Complete this section if you, the student, filed or will file a 2017 IRS income tax return. *The best way to verify income is by using the IRS Data Retrieval Tool (IRS DRT) that is part of FAFSA on the Web at [FAFSA.gov](http://FAFSA.gov).* In most cases, no further documentation is needed to verify 2017 income information that was transferred into the student's FAFSA using the IRS DRT if that information was not changed by the FAFSA filer.

**Check the box that applies:**

The student used the IRS DRT in *FAFSA on the Web* to transfer 2017 IRS income tax return information into the student's FAFSA.

The student is unable to use the IRS DRT in *FAFSA on the Web*, and instead will provide the school a signed copy of the **2017 Federal tax return**. Tax returns include the **IRS Form 1040, 1040A, 1040EZ** or a foreign income tax return.

\_\_\_\_\_ Check here if you are attaching a signed copy of your **2017 tax return**.

\_\_\_\_\_ Check here if a signed tax return will be provided later.

The student is unable to provide the school a signed copy of the 2017 Federal tax return and instead will provide a **2017 IRS Tax Return Transcript**. *To request a copy of your tax return transcript, go to [www.irs.gov/Individuals/Get-Transcript](http://www.irs.gov/Individuals/Get-Transcript), or call 1-800-908-9946.* Make sure to request the **"IRS Tax Return Transcript"** and **NOT** the "IRS Tax Account Transcript."

\_\_\_\_\_ Check here if a **2017 IRS Tax Return Transcript** is provided.

\_\_\_\_\_ Check here if a **2017 IRS Tax Return Transcript** will be provided later.

**Important Note:** If you, the student, filed or will file an amended 2017 IRS tax return, you must provide:

- A **signed copy of the 2017 Federal tax return or the 2017 IRS Tax Return Transcript** (that will only include information from the original tax return and does not have to be signed), or any other IRS tax transcript(s) that includes all of the income and tax information required to be verified; **and**
- A **signed copy of the 2017 IRS Form 1040X**, "Amended U.S. Individual Income Tax Return," that was filed with the IRS.

**TAX RETURN NON-FILERS**

**Instructions:** Complete this section if you, the student, will not file and are not required to file a 2017 income tax return with the IRS.

**NON-FILERS - check the box that applies below:**

The student was not employed and had no income earned from work in 2017.

The student was employed in 2017 and has listed below the names of all employers, the amount earned from each employer in 2017, and whether an IRS W-2 form is provided. [Provide copies of all 2017 IRS W-2 forms issued to the student by their employers]. List every employer even if the employer did not issue an IRS W-2 form. *Provide a separate page with the student's name and ID number if more space is needed.*

Employer's Name	2017 Amount Earned	IRS W-2 Attached?
<i>Suzy's Auto Body Shop (example)</i>	<i>\$2,000.00(example)</i>	<i>Yes(example)</i>

**D. Parent's Income Information** – Please check only one box on this page.

**TAX RETURN FILERS**

**Instructions:** Complete this section if the parents filed or will file a 2017 IRS income tax return(s). Notify the financial aid office if the parents filed separate IRS income tax returns for 2017 or had a change in marital status after December 31, 2017. *The best way to verify income is by using the IRS Data Retrieval Tool (IRS DRT) that is part of FAFSA on the Web at [FAFSA.gov](http://FAFSA.gov).* In most cases, no further documentation is needed to verify 2017 income information that was transferred into the student's FAFSA using the IRS DRT if that information was not changed by the FAFSA filer.

**Check the box that applies:**

The parents used the IRS DRT in *FAFSA on the Web* to transfer 2017 IRS income tax return information into the student's FAFSA.

The parents are unable to use the IRS DRT in *FAFSA on the Web*, and instead will provide the school a signed copy of the **2017 Federal tax return**. Tax returns include the **IRS Form 1040, 1040A, 1040EZ** or a foreign income tax return.

\_\_\_\_\_ Check here if you are attaching a signed copy of your **2017 tax return**.

\_\_\_\_\_ Check here if a signed tax return will be provided later.

The parents are unable to provide the school a signed copy of the 2017 Federal tax return and instead will provide a **2017 IRS Tax Return Transcript**. *To request a copy of your tax return transcript, go to [www.irs.gov/Individuals/Get-Transcript](http://www.irs.gov/Individuals/Get-Transcript), or call 1-800-908-9946. Make sure to request the "IRS Tax Return Transcript" and **NOT** the "IRS Tax Account Transcript."*

\_\_\_\_\_ Check here if a **2017 IRS Tax Return Transcript** is provided.

\_\_\_\_\_ Check here if a **2017 IRS Tax Return Transcript** will be provided later.

**Important Note:** If the student's parent(s) filed or will file, an amended 2017 IRS tax return, you must provide:

- A **signed copy of the 2017 Federal tax return or the 2017 IRS Tax Return Transcript** (that will only include information from the original tax return and does not have to be signed), or any other IRS tax transcript(s) that includes all of the income and tax information required to be verified; **and**
- A **signed copy of the 2017 IRS Form 1040X**, "Amended U.S. Individual Income Tax Return," that was filed with the IRS.

**TAX RETURN NON-FILERS**

**Instructions:** Complete this section if the student's parent(s), will not file and are not required to file a 2017 income tax return with the IRS. **YOU ARE REQUIRED TO SUBMIT THE "2017 IRS VERIFICATION OF NON-FILING LETTER (VOFL)" DATED ON OR AFTER OCTOBER 1, 2018, EVEN IF YOUR INCOME IS ZERO.** The Verification of Non-filing Letter must be requested directly from the IRS by going to [www.irs.gov/Individuals/Get-Transcript](http://www.irs.gov/Individuals/Get-Transcript). If appropriate, a similar confirmation from another taxing authority (e.g. foreign government or U.S. territory) is also acceptable. If you are unable to obtain the Non-filing letter from the IRS, you can submit a signed statement certifying you made attempts to obtain the VOFL from the IRS and were unable to do so. Also include on the statement, a certification that you did not file a 2017 income tax return.

**NON-FILERS - check the box that applies below:**

Neither parent was employed nor had income earned from work in 2017. A signed **Income Statement Form (ISF)** must be completed to explain how your household expenses were met during 2017. You can download the ISF at: <https://cdn-academywww.pressidium.com/wp-content/uploads/19-20-parent-income-statement-dependent-student.pdf>

One or both parents were employed in 2017 and have listed below the names of all employers, the amount earned from each employer in 2017, and whether an IRS W-2 form is provided. [Provide copies of all 2017 IRS W-2 forms issue to the parent(s) by their employers]. List every employer even if the employer did not issue an IRS W-2 form. *Provide a separate page with the student's name and ID number if more space is needed.*

Employer's Name	2017 Amount Earned	IRS W-2 Attached?
<i>Suzy's Auto Body Shop (example)</i>	<i>\$2,000.00(example)</i>	<i>Yes(example)</i>

Student's Name: \_\_\_\_\_ AAU ID #: \_\_\_\_\_

**E. Certification and Signature**

Each person signing below certifies that all of the information reported is complete and correct. The student and one parent whose information was reported on the FAFSA must sign and date.

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

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date