



## ADDITIONAL REQUIREMENTS FOR PARENTS & INDEPENDENT STUDENTS

If parent or independent student wasn't required to file a 2019 tax return, in addition to completing the information above and copies of all 2019 W-2/1099 Forms or 2019 Wage & Income Transcript, we also require:

- A Verification of Non-filing Letter for tax year 2019 from the IRS dated Oct. 1, 2020 or later.
  - > Request online: [www.irs.gov/individuals/get-transcript](http://www.irs.gov/individuals/get-transcript)
  - > Complete form 4506-T to request by mail: [www.irs.gov/pub/irs-pdf/f4506t.pdf](http://www.irs.gov/pub/irs-pdf/f4506t.pdf) (selection option 7 on the form). If parent or independent student has never filed a federal tax return, use the mail request option.

## SPECIAL EXEMPTION FOR INDEPENDENT STUDENTS OR PARENTS

Independent students and parents of dependent students are required to provide Verification of Non-Filing from the IRS or other tax authority. If you have made a good faith effort to do so, but are unable to obtain the Verification of Non-Filing, please complete the certification below.

Student:

I \_\_\_\_\_, certify that I have attempted to obtain the Verification of Non-filing from the IRS or other tax authorities and was unable to obtain the required documentation.

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

\_\_\_\_\_  
Date

Spouse:

I \_\_\_\_\_, certify that I have attempted to obtain the Verification of Non-filing from the IRS or other tax authorities and was unable to obtain the required documentation.

\_\_\_\_\_  
Spouse's Signature (if applicable)

\_\_\_\_\_  
Date

Parent 1:

I \_\_\_\_\_, certify that I have attempted to obtain the Verification of Non-filing from the IRS or other tax authorities and was unable to obtain the required documentation.

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

\_\_\_\_\_  
Date

Parent 2:

I \_\_\_\_\_, certify that I have attempted to obtain the Verification of Non-filing from the IRS or other tax authorities and was unable to obtain the required documentation.

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

\_\_\_\_\_  
Date