



Financial Aid Office

2023 – 2024 Verification Income Information for Independent Student NON-Tax Filer

Your application has been selected for review in a process called **verification**. In this process, we will compare the information from your FAFSA application with the information provided on this form, and with any other required documents. By law, we have the right to ask you for this information before awarding federal aid. If there are differences between your FAFSA application and the documents you provide, we will submit corrections to the federal processor. Return your verification documents as soon as possible, in order for your file to be ready to review for eligible awards.

STUDENT INFORMATION:

Last Name	First Name	Social Security #	SCC 7 Digit Student ID #
Phone # (Include Area Code)		Email Address	

INSTRUCTIONS FOR NON-TAX RETURN FILERS:

Complete below, provide all W-2 forms and ATTACH NON-TAX FILER VERIFICATION LETTER.

Complete this section if the student, and/or spouse (if married) will not file and are not required to file a 2021 income tax return with the IRS.

Request the verification of non-filing letter by accessing www.irs.gov and click on "Get Your Tax Record" or complete IRS Form 4506-T. The 4506-T is available at www.irs.gov/pub/irs-pdf/f4506t.pdf. North Carolina residents may mail the form to Cincinnati, Ohio, or fax to (859) 669-3592. Residents of other states should review page 2 of the form to determine where to mail or fax the form.

Check the box that applies:

- The student/spouse will not file a tax return, and had no income from work in 2021.
- The student/spouse will not file a tax return, and are listing below all 2021 income from work.

Student/ Spouse – List names of all employers in 2021, even if they did not provide a W-2 form.

Employer's Name	2021 Amount Earned	Must attach copies of ALL W-2's to this form

CERTIFICATION: *Please sign here.*

By signing this worksheet, I certify all the information reported is complete and correct. Warning: If you purposely give false or misleading information, you may be fined, be sentenced to jail, or both.

Student Signature Date

Note: Please allow two to three weeks for processing. If we have any reason to believe that any information supplied on this document may not be accurate, we may require additional documentation. You will receive another email when your eligibility is determined.

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