

## 2022-23 Parent Verification Form

Student's Last Name

First Name

Student's JU ID

Parent's Last Name

First Name

Parent's email address

Parent's phone number

### Number of Household Members and Number in College

List below the people in your household Include:

- The student
- The parents (including a stepparent) even if the student doesn't live with the parents.
- The parents' other children if the parents will provide more than half of their support from July 1, 2022, through June 30, 2023, or if the other children would be required to provide parental information if they were completing a FAFSA for 2022-2023. Include children who meet either of these standards even if the children do not live with the parents.

Other (if people do not now live with the student)

## Verification of 2020 Income Information for Parent

Complete part A if you filed a 2020 tax return; complete part B if you did not file a tax return.

### A. Tax Return Filers

Important Note: The instructions below apply to each parent included in the household. If the parents filed separate IRS income tax returns for 2020, we will need a 2020 tax return transcript for both parents.

Instructions: Complete this section if the parents filed 2020 IRS income tax return(s). The best way to verify income is by using the IRS Data Retrieval Tool is part of FAFSA on the Web FAFSA.gov. In most cases, no further documentation is needed to verify 2020 information that was transferred into the student's FAFSA using the IRS DRT if that information was changed. DRT is not available if married filing separately, if filing a foreign income tax return, or if filing an amended tax return. Contact the financial aid office if more information is needed about using the IRS DRT.

Check the box that applies

The parents have used the IRS DRT in FAFSA on the Web to transfer 2020 IRS income tax return information into the student's FAFSA

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Note: If you filed a non-IRS income tax return:

- f A tax filer who filed an income tax return with Guam, the Commonwealth of the Northern Mariana Islands, the Commonwealth of Puerto Rico and the U.S. Virgin Islands may provide a signed copy of his or her income tax return that was filed with the relevant tax authority. However, if we question the accuracy of the information on the signed copy of the income tax return, the tax filer must provide us with a copy of the tax account information issued by the relevant tax authority before verification can be completed.
- f A tax filer who filed an income tax return with the tax authority for American Samoa must provide a copy of his or her tax account information.
- f A tax filer who filed an income tax return with tax authorities not mentioned above, i.e. a foreign tax authority, and who indicates that he or she is unable to obtain the tax account information free of charge, must provide documentation that the tax authority charges a fee to obtain that information, along with a signed copy of his or her income tax return that was filed with the relevant tax authority.

**B. Non-filers**

The instructions and certifications below apply to each parent included in the household. Complete this section if the parents will not file and are not required to file a 2020 income tax return with the IRS.

Note: If amount earned from work is greater than \$12,000 if single, \$24,000 if married under 65 or \$20,000 if widow(er) with a dependent child then you are required to file and must submit an IRS Tax Return Transcript or use the IRS Data Retrieval tool in your FAFSA. For more information on tax filing requirements, visit [www.irs.gov/publications/p17/](http://www.irs.gov/publications/p17/).

Check the box that applies:

Neither parent was employed and had no income earned from work in 2020.

One or both parents were employed in 2020 and have listed below the names of all employers, the amount earned from each employer in 2020 and whether an IRS W-2 form is provided. [Provide copies of all 2020 IRS W-2 forms issued to the parents by their employers]. List every employer even if the employer did not issue an IRS W-2 form.

If more space is needed, provide a separate page with the student's name and ID number at the top.

Employer's Name	2020 Amount Earned	IRS W-2 Provided?
Suzy's Auto Body Shop (example)	\$2,000	Yes

Individuals selected for verification that did not file a 2020 income tax return are required to obtain a "Verification of Non-filing" letter from the IRS. The request for "Verification of Non-filing" can be obtained online at [www.IRS.gov](http://www.IRS.gov)

1. Click on the "Get Transcript of Your Tax Records" link.
2. Select "Verification of Non-filing Letter" and follow instructions

Or you may use IRS Form 4506-T and check box 7 (Form 4506-T must be mailed directly to the IRS).

Please note, a taxpayer may fail to file a tax return even though there is a filing requirement; the verification letter does not address whether or not the taxpayer should have filed a tax return.

Check here if confirmation of non-filing is provided.

## Certifications and Signatures

The signature below certifies that all of the information reported is complete and correct. The parent whose information was reported on the FAFSA must sign and date.

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