



**C. Student's Income Information to be Verified** (only complete item 1 OR 2 based on your filing status)

**1. TAX RETURN FILERS: - Important Note:** If you filed, or will file, an amended 2019 IRS tax return, you must submit your 2019 IRS tax transcript AND amended tax return (IRS Form 1040X).

I **have used or will use** the IRS Data Retrieval Tool in FAFSA on the Web to retrieve and transfer 2019 IRS income tax return information into my FAFSA.

I am **unable or choose not to use** the IRS Data Retrieval Tool in FAFSA on the Web, and I must submit a **2019 IRS tax return transcript OR a SIGNED copy of a 2019 IRS tax return and all schedules.**

Options for obtaining a 2019 IRS Tax Return Transcript:

- View and print immediately at: <http://www.irs.gov/Individuals/Get-Transcript>
- Call 1-800-908-9946
- Complete Form 4506-T and mail or fax to address given: <https://www.irs.gov/uac/About-Form-4506T>

**2. TAX RETURN NONFILERS:** Complete this section if you **will not file** and **are not required to file** a 2019 income tax return with the IRS.

I was not employed and had no income earned from work in 2019.

I was employed in 2019 and have listed below the names of all my employers, the amount earned from each employer in 2019, and I have attached the required IRS W-2 form for wages earned. *List every employer even if they did not issue an IRS W-2 form.*

Employer's Name	IRS W2 Provided?	2019 Annual Income Earned
<b>Sandy's Auto Body Shop (example)</b>	Yes	\$2,000.00(example)
		\$
		\$
		\$
		\$
	<b>Total Income Earned From Work</b>	\$

**D. Parent's Income Information to be Verified** (only complete item 1 OR 2 based on your filing status)

**Please Note:** *The instructions below apply to each parent reported in Section B of this worksheet. If your parents filed separate IRS income tax returns for 2019 or had a change in marital status after the end of 2019 tax year on December 31, 2019, submit an IRS tax transcript for each parent.*

**1. TAX RETURN FILERS: - Important Note:** If your parent(s), **filed or will file**, an amended 2019 IRS tax return, your parent(s) must submit their 2019 IRS tax transcript AND amended tax return (IRS Form 1040X).

My parents **have used or will use** the IRS Data Retrieval Tool in FAFSA on the Web to transfer 2019 IRS information into my FAFSA.

My parents are **unable or choose not to** use the IRS Data Retrieval Tool in FAFSA on the Web, and instead, will provide their **2019 IRS tax return transcript OR a SIGNED copy of a 2019 IRS tax return and all schedules.**

Options for obtaining a 2019 IRS Tax Return Transcript:

- View and print immediately at: <http://www.irs.gov/Individuals/Get-Transcript>
- Call 1-800-908-9946
- Complete Form 4506-T and mail or fax to address given: <https://www.irs.gov/uac/About-Form-4506T>

2. **TAX RETURN NONFILERS** - Complete this section if your parent(s) **will not file and are not required to file** a 2019 income tax return with the IRS.

- Neither parent was employed nor had any income earned from work in 2019.
- My parent(s) was employed in 2019 and have listed below the names of all the employers, the amount earned from each employer in 2019, and have attached an IRS W-2 form for wages earned. *List every employer even if they did not issue an IRS W-2 form.*

Employer's Name	IRS W2 Provided?	2019 Annual Income Earned
<b>Sandy's Auto Body Shop (example)</b>	Yes	\$2,000.00(example)
		\$
		\$
		\$
		\$
	<b>Total Income Earned From Work</b>	\$

**E. Certification and Signatures**

You and your parent (if applicable) whose information was provided on the FAFSA must sign and date this worksheet. Each person signing this worksheet certifies that all of the information reported on it is complete and correct. **Note: Electronic/typed signatures are not acceptable.**

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

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

***Do not mail this worksheet to the U.S. Department of Education.***

***Submit this worksheet to the Financial Aid Office***