



2021-2022

Verification of Non-Filing Statement (VNF)

Student Name _____ CID or SSN _____

Spouse Completing Form _____

Parent Completing Form _____

You must complete and check off ALL items below for this form to be considered complete.

- You must attempt to get a Verification of Non-Filing Letter.
 1. Go to <https://www.irs.gov/individuals/get-transcript> and Click “get transcript online”. If you are not able to validate your identity, **please print a screenshot to show this and provide a copy with this form.**
 - I attempted to obtain the VNF from the IRS or other tax authorities and was unable to obtain the required documentation; I requested the Verification of Non-Filing letter on _____.
 2. Otherwise, follow instructions for creating an account or log in.
 3. Select “**Verification of Non-Filing Letter**” and in the tax year field, select “**2019**”
 4. If successfully validated, you will be able to view Your Verification of Non-Filing Letter. A copy of this letter will need to be turned in. Please screen shot or print.

- I have not filed and am not required to file an income tax return for the 2019 tax year. Please list the sources of any income earned from work and the amount of income from each source for the **2019 tax year.**

Employer’s Name	2019 Wages Earned

- Provide a copy of IRS Form W–2**, or an equivalent document, for *each* source of employment income received by the individual for the applicable tax year. During this period of national emergency, the Department is permitting institutions to accept a copy of a paystub, an employment offer letter, evidence of direct deposit from an employer, or other similar information for verification purposes.

If you **did not** work in 2019, please explain how you supported your household: _____

Spouse Signature _____ Date _____

Parent Signature _____ Date _____