



# 2019 - 2020 Non-Tax Filing Statement PARENT CONFIRMATION

Your Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law states that before awarding any Federal Student Aid, we must ask you to confirm the information reported on your FAFSA. To verify that you provided correct information, the financial aid office will compare your FAFSA with the information on this worksheet and any other required documents. If there are differences, your FAFSA information will be corrected. You must complete and sign this worksheet, attach any required documents, and submit the form and the other required documents to the financial aid office at Green Hall 101. If you have questions about this form, contact the financial aid office as soon as possible at (609) 771-2211 so that your financial aid will not be delayed.

Please note: You are being asked to complete this form because your PARENT(S) indicated on the FAFSA that they did not file a 2017 US income tax return and had no earned income. The US Department of Education requires that we confirm this information.

In addition to completing this form, **your parent(s) must request a Verification of non-filing statement from the IRS and submit it along with this form.** If both parents did not file a tax return **you must submit a separate Verification of Non-filing for each parent.**

The request for Verification of Non-filing can be obtained in two ways:

- **Online:** <https://www.irs.gov/individuals/get-transcript> - You must use the Click on the Get Transcript ONLINE box or Get Transcript by MAIL box and follow the instructions.
- **Hardcopy:** Fax or mail IRS form 4506T to the IRS. You can access this form at: <https://www.irs.gov/pub/irs-pdf/f4506t.pdf> Please make sure to select Option #7 on the form.

## A. Student's Information

\_\_\_\_\_  
Student's Last Name                      Student's First Name                      Student's M.I.

\_\_\_\_\_  
Student's Social Security Number

\_\_\_\_\_  
Student's Street Address (include apt. no.)

\_\_\_\_\_  
PAWS ID

\_\_\_\_\_  
City    State    Zip Code

\_\_\_\_\_  
Student's Email Address

\_\_\_\_\_  
Student's Home Phone Number (include area code)

\_\_\_\_\_  
Student's Alternate or Cell Phone Number

**B. Parent(s) non-filing confirmation**

Check the box that applies:

My parent **was not employed** and had no income earned from work in 2017. **Proceed to Section C and submit this form along with Verification of Non-filing from the IRS.**

My parent **was employed** in 2017. Please review the instructions below:

1. If a 2017 US income tax return was filed, please submit this form with a copy of your parent(s) 2017 IRS Income Tax Transcript. A Verification of Non-filing will not be needed.
2. If a 2017 US income tax return was not filed, list below the names of all the parent(s) employers, the amount earned from each employer in 2017, and whether an IRS W-2 form is attached. Attach copies of all 2017 IRS W-2 forms issued to the parent by employers along with a Verification of Non-filing statement from the IRS. *List every employer even if they did not issue an IRS W-2 form. If more space is needed, attach a separate page with this information and include the student's name and Social Security Number at the top.*

Employer's Name	2017 Amount Earned	IRS W-2 Attached?
<i>Suzy's Auto Body Shop (example)</i>	<i>\$2,000.00(example)</i>	<i>Yes(example)</i>

**C. Certification and Signatures**

Each person signing this worksheet certifies that all of the information reported on it is complete and correct. The student and one parent must sign and date.

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

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

**STOP! Are all boxes filled in? Did you sign the form? Thank you!**

*Submit this worksheet to the financial aid office at  
The College of New Jersey (TCNJ)  
PO Box 7718, Ewing, NJ 08628  
Green Hall 101 (609) 771-2211 - Fax (609) 637-5154*