



# 2022-2023 Part 2: Student Non-file Verification

Financial Aid Office  
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Student's Last Name \_\_\_\_\_ Student's First Name \_\_\_\_\_ Student's M.I. \_\_\_\_\_ Student's CCCC ID Number \_\_\_\_\_

**Important Note:** The instructions and certifications below apply to the student, **and the student must have completed and submitted an IRS Form 4506-T at least 10 days prior to completing this form.**

Instructions: Complete this section if the student will not file and is not required to file a 2020 income tax return with the IRS.

**Check the box that applies:**

- The student was not employed and had no income earned from work in 2020.
  
- The student was employed in 2020 and has listed below the names of all employers, the amount earned from each employer in 2020, and whether an IRS W-2 form or an equivalent document is provided. [Provide copies of all 2020 IRS W-2 forms issued to the student by their employer(s)]. 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	IRS W-2 or an Equivalent Document Provided?	Annual Amount Earned in 2020
<i>(Example) ABC's Auto Body Shop</i>	Yes	\$4,500.00
<b>Total Amount of Income Earned From Work</b>		<b>\$</b>

Provide documentation from the IRS or other relevant tax authority dated on or after October 1, 2021 that indicates a 2020 IRS income tax return was not filed with the IRS or other relevant tax authority, or a signed statement certifying that the individual attempted to obtain confirmation of non-filing from the IRS or other relevant tax authority and was unable to obtain the required documentation. **This statement can't be submitted until 10 days after an attempt was made to obtain Non-Filing verification from the IRS or other tax authorities.**

- Check here if confirmation of non-filing or a signed statement is provided.
  
- Check here if confirmation of non-filing or a signed statement will be provided later

**Certification and Signatures**

I certify that all of the information reported on this worksheet is complete and correct.

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

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