

INSTRUCTIONS: Yourself and/or a contributor on your FAFSA indicated they did not file a 2024 tax return. We are required to verify you and/or your contributor had a valid reason per IRS guidelines to not file a federal tax return before we can disburse your federal student aid. As a reminder you can view the 2024 tax income filing limits here:

<https://www.irs.gov/newsroom/who-needs-to-file-a-tax-return>.

Student Name: _____ Student ID: _____

Name of Contributor: _____ Relationship to student: _____

Please **read and check the option below** which best states your intention regarding your FAFSA application. Be sure to submit all required information.

☐ I made an error when I indicated I did not file due to reasons other than low income. I will correct my FAFSA and provide my 2024 tax information on the FAFSA.

**Please contact the financial aid office if you have difficulty making corrections.*

☐ I did not file a tax return, but it was because of low income. – List earned income amount and source of income below:

☐ I did not file a tax return for reasons other than low income. – Describe reason for not filing below:

**You may be required to submit additional documentation to confirm your reasoning, you can find more information about what you will need to submit on page 2.*

☐ I had no earned income in 2024 – By checking this box, you are certifying that you had zero wages/income in 2024.

By signing below, I am certifying that the above information is correct, and I will submit any documentation requested.

Contributor Signature

Date

If you selected that you did not file a tax return for reasons other than low income, you will need to attach documentation to support your reasoning. You can find examples of situations and documentation to submit below. Please attach documentation to this form when you submit it.

I am from a US territory, commonwealth, or foreign country:

- Provide documentation of income, for example, foreign tax return or another form comparable to a US W2.

I received a filing extension from the IRS:

- Provide documentation that shows when the extension for the 2023 tax year was granted.

I received a suspension of filing deadlines due to active duty:

- Provide proof of active duty, for example a copy of official military orders.

Identity theft or fraud:

- Provide a copy of an IRS document: form 14039 – Identity Theft Affidavit, IRS letter 5071C, or IRS letter 6331C; or provide a police report or court documents.
- Form 14039 – Identity Theft Affidavit can be found at: <https://www.irs.gov/pub/irs-pdf/f14039.pdf>.

Other:

- If none of the above apply, please submit any documentation that supports your specific situation or call our office for further guidance.