

PARENT NON-FILER INCOME INFORMATION

20-21
PNFI

STUDENT NAME _____

PSU STUDENT ID _____

Please complete in pen and
return to:

Pittsburg State University
Office of Student Financial Assistance
1701 S. Broadway, Pittsburg, KS 66762
(620) 235-4240 or (800) 854-7488
FAX: (620) 235-4078

You have indicated on your FAFSA that your parent(s) **will not file** a 2018 Federal Income Tax Return. In order to verify this information, you must complete and submit this form to the Office of Student Financial Assistance.

Step #1 - Required

Did your Parent(s) file a Federal Income Tax Return for 2018?

- NO, my parent(s)/step-parent did not have any earnings from 2018, did not file a 2018 Federal Tax Return and was not required to file per IRS regulations. **Proceed to Step #3.**
- NO, my parent(s)/step-parent had earnings from 2018, but did not file a 2018 Federal Tax Return and was not required to file per IRS regulations. I have attached my parent(s)/step-parent's W-2 earning statements. **Please complete Step #2 & Step #3.**
- YES- If yes, your PARENT(S)/STEP-PARENT must use Data Retrieval Tool or must submit a copy of their 2018 Federal Income Tax Return Transcript(s). To request a tax return transcript, have him/her visit the IRS.GOV website.

Step #2 – Required *only* if your parent had earnings

Please list below the name(s) of their employer(s) and the amount earned in 2018. **In addition, please submit copies of all available W2 forms.** Amount of earnings will be listed in Box 1 of the W-2 form.

Name of Employer	Amount Earned	W2 Submitted?	
		Yes	No
		Yes	No
		Yes	No
		Yes	No
Total			

If your parent answered "No" to the above question, please state the reason why their W2's aren't available:

Step #3 - Required

If your parent did not file a tax return for 2018, your parent is **required** to obtain a Verification of Non-Filing Letter from the IRS. Your parent has 2 options to request the Verification of Non-Filing Letter. They can request it online at www.irs.gov under "Get a Tax Transcript." They can also complete the IRS form 4506-T (available on the IRS website) and send it in to the IRS to request the Verification of Non-Filing Letter. More detailed instructions are available through the PSU Office of Student Financial Assistance.

Has your parent requested the IRS Verification of Non-Filing Letter from the IRS? Yes _____ No _____

Certification and Signature

Each person signing below certifies that all of the information reported is complete and correct. The student and one parent whose information was reported on the FAFSA must sign and date.

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

Student Signature

Date

Parent Signature

Date