

Non Tax-Filer Verification Worksheet (Dependent)
Southwestern College · 2019-2020



Name: _____ ID: _____

E-Mail: _____ Phone: _____

A. Student Questions

Check correct box:

- Student was required to file a 2017 income tax return. (Submit a copy of the IRS tax return transcript – order from www.irs.gov)
- Student **was not** employed and had no income earned from work in 2017.
- Student **was** employed in 2017 and has listed below all income earned from wages. (Submit copies of all W-2s provided by employers.)

Employers Name	W-2 Provided?	Amount Earned in 2017

B. Parent Questions

Check correct box:

- Parent was required to file a 2017 income tax return. (Submit a copy of the IRS tax return transcript – order form from www.irs.gov)
- Parent **was not** employed and had no income earned from work in 2017.
- Parent **was** employed in 2017 and has listed below all income earned from wages. (Submit copies of all W-2s provided by employers.)

Employers Name	W-2 Provided?	Amount Earned in 2017

IMPORTANT: If parents had income in 2017 and did not file income taxes, they must also request to receive a statement of non-filing status. Download a the **IRS Form 4506-T** from www.irs.gov, complete questions 1-5, then check the box on question 7. Enter 12/31/2017 on question 9, then sign, date and mail or fax the document to the correct address as instructed on the form. A statement of non-filing will arrive within 10 days.

Student's Signature _____	Parent Signature _____
Date _____	Date _____

***All signatures must be physical signatures, digital and typed signatures will not be accepted.**