



## PARENT NON-FILER FORM 2018-2019

Student's Name: \_\_\_\_\_ Simmons ID: \_\_\_\_\_

Parent 1 Non-Tax Filer Name: \_\_\_\_\_

Parent 2 Non-Tax Filer Name: \_\_\_\_\_

This non-filing statement should be completed if you were not required to file a 2016 U.S. federal tax return. Please complete **both** Part 1 and Part 2 of this form before signing and returning this document to Student Financial Services via mail, fax, or email. Please note that email forms must be signed and scanned.

**PART 1: Verification of your 2016 Federal Tax Return Filing Status:** (check one)

- ☐ One or both parents were **not** employed and had no income earned from work in 2016.
- ☐ One or both parents were employed in 2016 but did not, and were not required to, file a federal tax return. List all work income below (even if a W-2 form was not provided) and **attach all W2's**.

Employer Name	2016 Amount Earned	W2 Provided by Employer? (Yes/No)

(If you need more space than is provided above, please attach a separate page.)

**PART 2: Required for each Non-Tax Filer**

Attach a copy of a "**Verification of Non-filing Letter**" for each parent who did not file. This document confirms they did not file a 2016 IRS income tax return, therefore, it must be obtained from the IRS and must be dated on or after October 1, 2017. Visit <https://www.irs.gov/individuals/get-transcript> or complete [IRS Form 4506-T](#), check box 7, and submit it to the IRS to request a copy of this transcript.

- ☐ I understand that by signing this form that all information provided is complete and correct to the best of my knowledge.
- ☐ I understand that reporting incorrect or inaccurate information on this form may result in a change to the student's financial aid award.
- ☐ I understand that the omission of any information on this form may result in a delay in the receipt of my financial aid award.

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

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_