



UNIVERSITY OF SOUTH ALABAMA

<b>OFFICE USE ONLY: NOFP16</b>
JAG#: _____
Received: _____
School Official Signature: _____

**2018-2019**  
**Statement of Non-Filing of Income Tax Return for**  
**Parent of a Dependent Student**

Student Name: \_\_\_\_\_

JAG Number: \_\_\_\_\_

Federal financial aid regulations require the parent(s) of a dependent student to request a 2016 IRS Verification of Non-Filing Letter to confirm a 2016 tax return was not filed. The letter can be requested from the IRS at [www.irs.gov](http://www.irs.gov).

If a Verification of Non-Filing Letter cannot be obtained, please complete this form and provide copies of all 2016 IRS W-2 forms issued by each employer OR a 2016 IRS Wage and Income Transcript. **If both parents did not file a 2016 tax return, each parent must complete a separate form.**

**Part I.** List all sources of 2016 parent work income, and the amount of income from each source:

<b>Employer's Name</b> <small>List every employer even if an IRS W-2 form was not issued</small>	<b>2016 Amount Earned</b>	<b>IRS W-2 Provided?</b>
Suzy's Auto Body Shop (example)	\$2000.00	Yes

\_\_\_\_\_ Check here if you did NOT work in 2016.

**Part II. Certification of 2016 Non-Filing Status**

I, \_\_\_\_\_, the parent of \_\_\_\_\_, certify  
(Parent name) (Student name)  
that I will not file and am not required to file a 2016 U.S. Income Tax Return. I have been trying to obtain a 2016 IRS Verification of Non-Filing Letter since \_\_\_\_\_, and have been unable to  
(Date of the first attempt)  
obtain this documentation. By signing this form, I certify that all the information reported on it is complete and correct.

Parent signature: \_\_\_\_\_

Date: \_\_\_\_\_

**\*\*\*\*Typed or computer generated signatures will not be accepted\*\*\*\***