

Suffolk University

• Office of Student Financial Services • 73 Tremont Street • Boston, MA 02108
617-573-8470 • 617-720-3579 (fax)

2023 – 2024 Verification of Tax Filing Status for Parent(s) of a Dependent Student

Student's name _____ Student ID _____

Parent's name _____

Verification of 2021 Tax/Income Information for parent listed above

Parent listed above must check one of the following 4 options. If student comes from a 2 parent home, income must be verified for both parents.

Option 1 _____ I filed a 2021 federal tax return with the IRS, either an individual/separate return or a joint return with spouse. I will submit a copy of my 2021 federal tax return 1040.

Option 2 _____ I did not file a 2021 federal tax return. *Complete the following two items.*

- 1) **Request a 'Verification of Non-filing Letter' from the IRS**, to certify a 2021 IRS income tax return was not filed. Request the 'Verification of Non-filing Letter' at www.irs.gov/individuals/get-transcript or by completing IRS Form 4506-T, www.irs.gov/pub/irs-pdf/f4506t.pdf. If you use Form 4506-T, make sure you check box 7 and mail/fax the form to the appropriate address/number.

**** If parent is unable to obtain a Verification of Non-filing Letter from the IRS, please contact this office for further instructions.**

- 2) **Check the appropriate box below to verify wages earned in 2021, if any.**

_____ I did not work in 2021 and had no wages.

_____ I worked in 2021 and I have reported employer and wage information below. (Please attach all 2021 W2 forms.)

Employer's Name	Amount earned in 2021, attach W2 form(s)

Option 3 _____ I cannot get a Social Security Number, an Individual Taxpayer ID Number or an Employer ID Number and I am unable to obtain a Verification of Non-filing Letter from the IRS.

If option 3 is selected, please check the appropriate box to verify wages earned in 2021, if any.

_____ I did not work in 2021 and had no wages.

_____ I worked in 2021 and I have reported my employer and wage information below. (Please attach all 2021 W2 forms.)

Employer's Name	Amount earned in 2021, attach W2 form(s)

Option 4 _____ I am a resident of a foreign country. Select one option below.

_____ I filed a 2021 foreign return. I will submit a copy of my 2021 foreign tax return with all monetary units converted to US dollars using the current exchange rate.

_____ I did not file a 2021 foreign return. I will submit a Verification of Non-Filing Letter or confirmation from the relevant tax authority that I did not file a 2021 tax return. If this is unavailable, I will submit documentation indicating such along with proof of the taxing authority's filing requirements.

Student's signature _____

Date _____

Parent's signature _____

Date _____

(A "wet signature" is required, electronic signature will not be accepted.)