

Suffolk University

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

2018 – 2019 Verification of Non-Filing Status for Independent Student

Student's name _____ Student ID _____

According to information reported on your 2018-19 FAFSA, you did not file a 2016 federal income tax return.

- **If this is accurate, please follow the instructions on the form below.**
- If an error was made on your FAFSA and you filed a 2016 federal income tax return, do not complete this form. Instead, please update the FAFSA accordingly and either upload student tax data to FAFSA using IRS Data Retrieval Tool (at www.fafsa.gov) or submit a 2016 Tax Return Transcript available at <https://www.irs.gov/individuals/get-transcript>.

*Please note if you earned over a certain amount of income, you may be required to file a 2016 federal tax return. If you have specific questions or concerns, please contact the IRS or a tax advisor.

***If student filed a foreign tax return in 2016, please submit a signed copy of the foreign return along with the US currency conversion.**

Please complete both items below:

1. Since you (the student) did not file a 2016 federal tax return, you must request a **‘Verification of Non-filing Letter’** from the IRS, attesting that you did not file a 2016 IRS income tax return. You can request the ‘Verification of Non-filing Letter’ on line 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.
2. Please check the appropriate box to verify any earned wages in 2016.
 I did not work in 2016 and had **NO** wages or
 I worked in 2016, my wage information is reported below and I have attached all 2016 W2 forms.

Employer's Name	Amount earned in 2016, W2 form attached

Student's signature _____ Date _____

You must include the ‘Verification of Non-filing Letter’ from the IRS when submitting this form to the Office of Student Financial Services.