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

2020 – 2021 Verification of 2018 Income Information
Individuals with Unusual Circumstances
(Dependent Student)

Student's Name: _____ **ID Number:** _____

If any of the circumstances listed below apply to the student and/or parent(s) of the applicant, please check the appropriate box and follow the instructions listed.

❖ **This form and the requested documentation must be submitted together.**

☐ **Individuals Granted a 2018 Filing Extension by the IRS**
Name of person granted extension_____

If an individual, required to file a 2018 IRS income tax return, has been granted a filing extension by the IRS, and the 2018 tax return has not yet been filed, please submit the following 3 items:

- A copy of an underlined unexpired IRS approval of an extension beyond the automatic six-month extension if the individual requested an additional tax filing extension for the tax year;
- A **'Verification of Non-filing Letter'** from the IRS dated on or after October 1, 2019, attesting that you did not file a 2018 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.
- 2018 W2 forms or a signed statement to verify 2018 income. (If self-employed, a signed statement certifying the amount of the individual's AGI and U.S. income tax paid for the tax year.)

☐ **Individuals Who Were Victims of IRS Identity Theft in 2018**
Name of person who is the victim of identity theft_____

- A victim of IRS identity theft who is not able to obtain a 2018 IRS Tax Return Transcript or use the IRS DRT must contact the **IRS at 1-800-908-4490**. Upon authentication of the tax filer's identity, the IRS will provide, a copy of the Tax Return Data Base View (TRDBV) transcript. In addition the individual must submit a signed and dated statement indicating that he/she was a victim of IRS tax-related identity theft and that the IRS has been made aware of the tax-related identity theft.

☐ **Individuals Who Filed Non-IRS Income Tax Returns during 2018/ Foreign Tax Return**
Name of person who filed foreign tax return_____
Where did this person reside in 2018? _____

- An individual who filed a 2018 income tax return with Puerto Rico, another U.S. territory (e.g., Guam, American Samoa, the U.S. Virgin Islands, the Northern Marianas Islands…) or with a foreign country, must provide a signed copy of the foreign 2018 income tax return(s). **If a foreign return was filed, convert all monetary units to US dollars using the exchange rate that is in effect today.**

Student's signature: _____ **Date:** _____

Parent's signature: _____ **Date:** _____
(Parent must also sign)