

**Suffolk University**

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

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**2020 – 2021 Verification of Non-Filing Status for Independent Student**

Student's name \_\_\_\_\_ Student ID \_\_\_\_\_

According to information reported on your 2020-21 FAFSA, you did not file a 2018 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 2018 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](http://www.fafsa.gov)) or submit a signed copy of your 2018 federal tax return 1040.

\*Please note if you earned over a certain amount of income, you may be required to file a 2018 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 2018, please submit a signed copy of the foreign return along with the US currency conversion.**

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Please complete **both** items below:

1. Since you (the student) did not file a 2018 federal tax return, you must request a ‘**Verification of Non-filing Letter**’ from the IRS, 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](http://www.irs.gov/individuals/get-transcript) or by completing IRS Form 4506-T, [www.irs.gov/pub/irs-pdf/f4506t.pdf](http://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 student is unable to obtain a Verification of Non-Filing letter from the IRS, contact The Office of Student Financial Services for further instructions.**

2. Please check the appropriate box to verify any earned wages in 2018.

\_\_\_\_ I did not work in 2018 and had **NO** wages or

\_\_\_\_ I worked in 2018, my wage information is reported below and I have attached all 2018 W2 forms.

Employer's Name	Amount earned in 2018, 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.***