

**- PARENT(S) -**  
**Verification of 2017 Income for Tax Filer and Untaxed Income**

| STUDENT ID | STUDENT LAST NAME | STUDENT FIRST NAME | PHONE NUMBER (with area code) |
|------------|-------------------|--------------------|-------------------------------|
|            |                   |                    |                               |

PLEASE PRINT IN BLACK INK

The following information is required to process your 2019-2020 FAFSA application. Complete this form if the parents filed or will file a 2017 IRS income tax return(s).

1. **CHECK** the box that applies:

- Successfully used the IRS Data Retrieval Tool (DRT) on the FAFSA, and did not make any changes to this information on the FAFSA after the DRT was completed. No further documents are required at this time. We will receive your information through the IRS Data Retrieval process.

(The DRT is the best way for the income to be verified. If you did not use the DRT, and wish to do so prior to completing this form, go to FAFSA.gov and complete the process and then complete this form.)

- Unable to utilize the IRS Data Retrieval (DRT) functionality on the FAFSA. Submit a copy of parent's 2017 Tax Return Transcript, or a **signed** copy of parent's 2017 Tax Return 1040 form.

- The 2017 tax filing status is Married Filing Separate. For each parent, submit a 2017 Tax Return Transcripts, or a **signed** copy of your 2017 Tax Return 1040 forms.

- The 2017 Filing status was Married Filing Jointly; however, we have since been separated, divorced, or widowed. **Submit** parent's **2017** Tax Return Transcript, or a signed copy of parent's 2017 Tax Return 1040 form, **AND** copies of all W-2's.

- Filed or will file a Tax Return Extension. Submit form 4868, all W-2's, or a signed statement with estimated **2017** income and/or business income amount(s) (if applicable).

Once you have filed the 2017 Federal Income Tax Return, you **MUST** either use the IRS DRT, or **submit** a copy of parent's **2017** Tax Return Transcript or a **signed** copy of parent's 2017 Tax Return 1040 form.

- Filed or will file a **2017** Foreign Tax Return. Submit a signed and translated copy of parent's foreign tax return, which shows the **2017** Adjusted Gross Income (AGI) and Taxes Paid.

**A 2017 IRS Tax Return Transcript may be obtained free of charge through:**

**Online Request** – Go to [www.irs.gov](http://www.irs.gov), and select "Get Your Tax Record" to access the **Get Transcript** process. Make sure to request the "IRS Tax Return Transcript" and **NOT** the "IRS Tax Account Transcript."

**Telephone Request** – 1-800-908-9946

**Paper Request Form** – IRS Form 4506T-EZ or IRS Form 4506-T

2. **COMPLETE** the following: (**NOTE: If left blank, we will process as if your answer is a zero**)

| PARENT'S OTHER UNTAXED INCOME— Indicate if you received the following:                                      | 2017 Amount |
|---|-------------|
| Payments to tax-deferred pension & retirement savings (Box 12 of W-2's: Add only codes D, E, F, G, H and S) | \$          |

**CERTIFICATION & SIGNATURE(S)**

**By signing this form, I (we) certify that all the information reported on it is complete and correct.**

\_\_\_\_\_  
 Parent 1 Name (Please Print)

\_\_\_\_\_  
 Parent 1 Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Parent 2 Name (Please Print)

\_\_\_\_\_  
 Parent 2 Signature

**WARNING: If you purposely give false or misleading information you may be fined, be sentenced to jail, or both.**