Certification of Non-Tax Filing Status for 2020
2022-2023 Academic Year for PARENT(S) of Student

INSTRUCTIONS: This form should be completed by the parent(s) listed on the student's 2022-2023 Financial Aid Application. This form is required for when a student's parent(s) did not and were not required to file a 2020 income tax return with the IRS or other relevant taxing authority.

Student Name: _____ SSN: _____ CTCLink ID: _____

Parent 1 Name: _____ Parent 2 Name: _____

A. 2020 Employment and Earnings
Check the box that applies:

☐ Parent(s) were not employed and had no income earned from work in 2020 (**skip to part C**).

☐ Parent(S) were employed in 2020.

B. Verification of 2020 Income for Non-Tax Filers
List the names of all employers and the income earned from each employer in 2020, even if the employer did not issue a W-2 form. Non-Tax Filers must provide 2020 W-2's or documentation for all U.S. and/or foreign income.

Employer's Name	IRS W-2 provided?	Annual Amount Earned in 2020	Name of Individual Who Earned Funds
(Example) ABC's Auto Body Shop	Yes	$4,500.00	Parent Name

If more space is needed, provide a separate page with the student's name and ID number at the top.
Check the box that applies:

☐ Parent(s) have submitted 2020 W-2's or documentation for all U.S. and/or foreign income

☐ Parent(s) are unable to submit 2020 W-2's or documentation. *In the box below, please explain why the W-2 or documentation is unavailable and cannot be provided in a timely manner.*

C. 2020 IRS "Verification of Nonfiling Letter" dated on or after October 1st, 2021

Check the box that applies:

☐ Parent(s) have turned in the required IRS "Verification of Non-filing Letter(s)" for 2020.

☐ Parent(s) have not yet turned in the required IRS "Verification of Non-filing Letter(s)" for 2020. I understand that the student's financial aid application cannot be finalized until this documentation is submitted.

☐ Parent(s) attempted to get the IRS "Verification of Non-filing Letter(s) but has been unable to get a copy from the IRS. Parent must sign an affidavit and provide W-2's or other documentation for all income sources in 2020.

D. CERTIFICATION: **By completing this form and signing below, I confirm that I did not and was not required to file a Tax Return for 2020.** Each person signing this worksheet certifies that all of the information reported on it is complete and correct. **WARNING:** If you purposely give false or misleading information on this worksheet, you may be referred to the Office of Inspector General and/or be liable to repay all aid received. ***Note: Signatures cannot be typed.***

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____