

Student Name (please print) _____

NetID _____

I. 2019 Tax Information
A. Student Tax Information (select yes or no):

 Have you, the student, filed a **2019** federal income tax return, or do you intend to file one?

- Yes;** follow the instructions on the attached handout to submit your tax information to EWU. Complete Part III of this form below.
- No;** I will not file and am not required to file a **2019** federal income tax return. Complete Part II of this form to list all employers and any income earned in **2019**, and complete Part III of this form below.

B. FAFSA Parent Tax Information (select yes or no):

 Have you, the parent, filed a **2019** federal income tax return, or do you intend to file one?

- Yes;** follow the instructions on the attached handout to submit your tax information to EWU. Complete Part III of this form below.
- No;** I will not file and am not required to file a **2019** federal income tax return. Follow the instructions on the attached handout to submit a Verification of Non-filing Letter to EWU, complete Part II of this form to list all employers and any income earned in **2019** for all FAFSA parents, and complete Part III of this form below.

II. 2019 Wages - to be completed by all non-tax filers only

 If you have no income to report enter **none** under Employer's Name below. **W-2s must be submitted with this form.**

Employer's Name (from W-2 form)	Student Income	Parent Income
	\$	\$
	\$	\$

III. 2019 Untaxed Income

 Students and parent(s) must fill out all sections below. Report **annual** amounts for **2019**, **not monthly** amounts. If the answer is zero, please write 0. **Do not leave any questions blank.**

Source of Income	Student	Parent(s)
Child support received for any of your children. Don't include foster care or adoption payments.	\$ /yr	\$ /yr
Payments to tax-deferred pension and savings plans (paid directly or withheld from earnings), including amounts reported on the W-2 Form in Boxes 12a through 12d, codes D, E, F, G, H, and S.	\$ /yr	\$ /yr
Untaxed portions of IRA distributions and pensions from IRS Form 1040 (line 4a + 4c) minus (lines 4b + 4d). If all or a portion of the distribution was a rollover, enter the rollover amount here: \$	\$ /yr	\$ /yr
IRA deductions and payments to self-employed SEP, SIMPLE, Keogh and other qualified plans from IRS Form 1040 Schedule 1—total of lines 15 + 19.	\$ /yr	\$ /yr
Tax exempt interest income from IRS Form 1040 – line 2a.	\$ /yr	\$ /yr
Housing, food, and other living allowances paid to members of the military, clergy, and others (including cash payments and cash value of benefits). Don't include the value of on-base military housing or the value of a basic military allowance for housing (BAH). However, the amount provided for subsistence (BAS) should be reported.	\$ /yr	\$ /yr
Veteran's non-education benefits such as Disability, Death Pension, or Dependency & Indemnity Compensation (DIC) and/or VA Educational Work-Study allowances.	\$ /yr	\$ /yr
Other untaxed income not reported, such as workers' compensation, disability, etc. Also include the untaxed portions of health savings accounts from IRS Form 1040 Schedule 1-line 12. Don't include extended foster care benefits, student aid, earned income credit, additional child tax credit, welfare payments, untaxed Social Security benefits, Supplemental Security Income, Workforce Innovation and Opportunity Act educational benefits, combat pay, benefits from flexible spending arrangements (e.g., cafeteria plans), foreign income exclusion or credit for federal tax on special fuels.	\$ /yr	\$ /yr
Money received , or paid on your behalf (e.g., bills), not reported elsewhere on this form.	\$ /yr	n/a

 I (we) certify that all of the information reported on this form is complete and correct. I understand the importance of maintaining current contact information in InsideEWU at inside.ewu.edu. The student and all parents listed on the FAFSA must sign below. **Signatures must be handwritten.**
WARNING: If you purposely give false or misleading information on this form, you may be fined, sentenced to jail or both.

Student Signature _____ Date _____

Parent/Stepparent Signature _____ Date _____

Daytime Phone Number _____

Parent/Stepparent 2 Signature _____ Date _____

Financial Aid and Scholarship Office

 Recommended Submission Method - Scan and securely upload online at inside.ewu.edu
 Alternative Options - Fax: 509.359.4330 | Mail: 333 Eagle LN 102 Sutton Hall, Cheney, WA 99004

Per federal regulations, financial aid applicants selected for verification must provide **2019** income data through one of the following methods. **Important:** Data from the IRS is generally available within three weeks of electronic filing or eight weeks of paper filing.

2019 TAX FILERS:

Option 1: Federal Tax Return

- Submit a signed and dated copy of your **2019** Federal Income Tax Return (including all schedules).

Option 2: IRS Data Retrieval Tool using FAFSA on the Web (fafsa.gov)

The IRS Data Retrieval Tool (DRT) option is found in the Financial Information Section of the FAFSA. Once you retrieve your IRS data, **do not change** the income information on your FAFSA. Data retrieval is available to most applicants except the following:

- **2019** joint tax return filed and the student/parents filed the FAFSA with a marital status of separated, divorced or widowed.
- The tax filer is now married to someone other than the spouse on the **2019** tax return.
- The parent/student was not married in **2019**, but is married as of FAFSA filing. Spouse's income must be on the FAFSA.
- The parent/student is married but did not file a joint tax return.

Option 3: IRS Issued Tax Return Transcript

Obtained through the IRS through one of the following methods. Paper transcripts requests are mailed to you within 5 to 10 business days.

- **Online** – Go to irs.gov/Individuals/Get-Transcript and download or request a **2019** Tax Return Transcript. Once you log in or create a new account, you will be able to download or print a Tax Return Transcript. You can also request a mailed transcript.
- **By Telephone** – Call (800) 908-9946 and request a **2019** Tax Return Transcript. The transcript cannot be sent directly to EWU.
- **Via mail** – Complete and mail a 4506T-EZ transcript request form to the IRS: irs.gov/pub/irs-pdf/f4506tez.pdf.

2019 Non-Tax Filers

If you will not file and are not required to file a **2019** federal tax return, you must indicate this on the EWU Income Verification form and submit copies of all W-2 forms from all employers. In addition, parents and independent students that are non-tax filers must provide a Verification of Non-filing Letter from the IRS, as detailed below.

Verification of Non-filing Letter

To obtain this letter, go to irs.gov/Individuals/Get-Transcript. If you have filed taxes in the past, you can log in or create a new account and download or print the **2019** Verification of Non-filing Letter. You can also request the letter be mailed to you on the IRS website, by calling the IRS at (800) 908-9946, or submitting Form 4506T to the IRS. If you have never filed taxes, you must submit Form 4506T to the IRS (irs.gov/pub/irs-pdf/f4506t.pdf) and the letter will be mailed to you within 5 to 10 days.

Unable to Obtain Verification of Non-filing Letter

If you attempted to obtain a Non-filing letter from the IRS or other tax authorities and were unable to obtain the required documentation, review the link under the non-filing requirement on the students EWU account for instructions.

2019 Amended Tax Return Filers

If you or your parents amended your 2019 Federal income tax return(s), the amended information will not be available through the IRS data retrieval tool process. In this case, you must provide the original tax information filed using one of the options above **AND** a signed and dated copy of the IRS 1040X form(s).

2019 U.S. Territory/Commonwealth and Foreign Tax Return Filers

If you filed a tax return in Puerto Rico, another U.S. territory or commonwealth, or a foreign nation, you cannot use the IRS Data Retrieval Tool. Please submit a tax return transcript or equivalent from the relevant tax authority, if obtainable at no cost.

Financial Aid and Scholarship Office

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