

IN

Muskingum University
2023-2024 Verification
Independent Student Statement of Non-Filing

STUDENT NAME: _____ ID: _____

1. Student Statement of Non-Filing (and spouse if applicable)

Check boxes as they apply:

- I did not file and was not required to file a **2021** federal tax return and **received \$0 income for 2021.**
- My spouse did not file and was not required to file a **2021** federal tax return and **received \$0 income for 2021.**
- I did not file and was not required to file a **2021** federal tax return and **earned income for 2021.**
 - Source: _____ Amount: _____
(Attach W2 Forms)
- My spouse did not file and was not required to file a **2021** federal tax return and **earned income for 2021.**
 - Source: _____ Amount: _____
(Attach W2 Forms)

2. Verification of Non-Filing

Attach documentation from the IRS dated on or after October 1, 2021 that indicates a 2021 IRS income tax return was not filed with the IRS for the student and spouse (if applicable). *(see instructions below)*

3. By signing below, I certify that all of the information reported is complete and correct.

Student's Signature (please note: electronic signatures will not be accepted)

Date

Requesting a Verification of Non-Filing letter by Mail

Go to www.irs.gov, under the Tools heading, click "Get a tax transcript." Click "Get Transcript by MAIL." Make sure to request the "IRS Tax Return Transcript. If no return is found a Verification of Non-Filing letter will be sent to your address on file with the IRS. When you receive your letter, send it along with this form to Student Financial Services.

Requesting a Verification of Non-Filing letter by Email @ irs.gov/transcript

To register and use this service, you need: your [SSN](#), date of birth, filing status and mailing address from latest tax return, access to your email account, your personal account number from a credit card, mortgage, home equity loan, home equity line of credit or car loan, and a mobile phone with your name on the account. Click on Get Transcript Online, click on Create Account. You will receive a message that no transcript was found. Send to the Student Financial Services office.

Request Verification of Non-Filing by Phone: *you may order a tax return transcript by calling 800-908-9946.*

Please allow 5 to 10 calendar days for delivery.

Return Completed Form by mail:

Muskingum University
Student Financial Services
260 Stadium Drive
New Concord, OH 43762

By FAX:

740-826-8196

Questions?

740-826-8139