

**Muskingum University**  
**2019-2020 Verification**  
**Parent Statement of Non-Filing**

PN

STUDENT NAME: \_\_\_\_\_ ID: \_\_\_\_\_

This form is for parent(s) who did not file and were not required to file a 2017 Federal Tax Return.

**1. Parent Statement of Non-Filing**

(Check ONE box below):

- The parent(s) of the above named student did not file and were not required to file a **2017** Federal Tax Return and **received \$0 income for 2017**.
- The parent(s) of the above named student did not file and were not required to file a **2017** Federal Tax Return and **earned income for 2017** as listed below

- Source: \_\_\_\_\_ Amount: \_\_\_\_\_

- Source: \_\_\_\_\_ Amount: \_\_\_\_\_

(Attach W2 forms)

**2. Verification of Non-Filing**

Attach documentation from the IRS dated on or after October 1, 2018 that indicates a 2017 IRS income tax return was not filed with the IRS for each parent. *(see instructions below)*

**3. Signature of one parent on the FAFSA**

BY SIGNING BELOW, I CERTIFY THAT ALL OF THE INFORMATION REPORTED IS COMPLETE AND CORRECT.

\_\_\_\_\_  
Parent's Signature (electronic signatures will not be accepted)

\_\_\_\_\_  
Date

***Requesting a Verification of Non-Filing letter***

*Go to [www.irs.gov](http://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" and NOT the "IRS Tax Account 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.*

**Return Completed Form by mail:**

Muskingum University  
Student Financial Services  
163 Stormont St.  
New Concord, OH 43762

**By FAX:**

740-826-8100

**Questions?**

740-826-8139