

Enter your JCC ID: J00 _____
FA 2122 IRSP



INCOME-TAX VERIFICATION – PARENT

Student's name: _____ Phone: _____

Name of parent #1: _____ Last 4 digits of parent's SSN: _____

Name of parent #2: _____ Last 4 digits of parent's SSN: _____

(If second person listed on the FAFSA)

PARENT TAX FILERS:

If parent **did file, will file, or was required to file** a 2019 federal tax return **do not submit** this form. Instead, see *Parent Tax Filer Instructions* on page 2.

PARENT NON-TAX FILER:

Submit this form if any parent **did not file** and was **not required to file** a 2019 federal tax return.

Parent #1		Parent #2 (If second person listed on the FAFSA)	
Did not file	Not required to file	Did not file	Not required to file
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Check here to certify parent **did not file and was not required to file a 2019 federal tax return**. A Verification of Non Filing (VONF) transcript from the IRS must be submitted for each parent listed on the FAFSA who did not file taxes. See *Instructions for Obtaining Tax Transcripts from the IRS* on page 2.

Parent employment status: Check one box below.

- Parent #1 was **not employed** and had no income earned from work in 2019.
- Parent #2 (If second person listed on the FAFSA) was **not employed** and had no income earned from work in 2019.

List the names of all employers (even if the employer did not issue as W2), the amount earned from each employer, and check if a W2 was provided. **Provide copies of all 2019 W2 forms issued to you by your employer(s).**

Name of Parent	Name of Employer	Annual Amount Earned in 2019	Check if W2 was provided

Certification: Each person signing below certifies that all of the information reported is complete and correct.

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

Student signature: _____ Date: _____

Parent signature: _____ Date: _____

Parent signature: _____ Date: _____

JCC Financial Aid Office | PO Box 20 | Jamestown, NY 14702-0020
Jamestown 716.338.1009 | 1.800.388.8557 ext. 1009 | FAX 716.338.1459 | Olean 716.376.7512 | 1.800.388.8557 ext. 7512

PARENT TAX FILER INSTRUCTIONS

If parent(s) filed a 2019 federal tax return, **do not submit page 1** to the financial aid office. Instead, provide parent tax data by one of the following three methods.

- Use the IRS Data Retrieval Tool (DRT) within the FAFSA to transfer tax data from the IRS (preferred option) *or*,
- Submit a copy of parent(s) 2019 Tax Return Transcript available from the IRS *or*,
- Submit a signed copy of parent(s) 2019 federal tax return with applicable schedule(s).

The best way to provide tax data is to use the IRS Data Retrieval Tool (IRS DRT) by making corrections to the FAFSA online at studentaid.gov. The IRS DRT allows you to pull the federal tax information from the Internal Revenue Service's System directly into the FAFSA. A parent who is unable or chooses not to use the IRS DRT within the FAFSA can submit a signed copy of their 2019 federal tax return and applicable schedule(s), or a 2019 tax return transcript (not a tax *account* transcript). See next paragraph for obtaining tax transcripts from the IRS.

INSTRUCTIONS FOR OBTAINING TAX TRANSCRIPTS FROM THE IRS

The IRS offers the following **transcript types** at no charge:

- **Verification of Non-Filing Letter (VONF)** is required of parents who did not file and were not required to file a 2019 federal tax return. This transcript is available using Get Transcript Online or Form 4506-T.
- **Tax Return Transcript** is the transcript required by the financial aid office for tax filer verification. A tax **account** transcript is not the same as a tax **return** transcript and does not satisfy the financial aid requirement.
- **Wage and Income Transcript** shows data from the W2, 1099, 1098 and Form 5498, IRA Contribution Information. This transcript can be submitted instead of W2s and is available using Get Transcript Online or Form 4506-T.
- **Record of Account Transcript** is not to be confused with the tax account transcript, which is not acceptable for verification purposes. This transcript combines tax return and tax account transcripts into one complete transcript and is available using Get Transcript Online or Form 4506-T. This transcript is acceptable for financial aid purposes.

Instructions: To obtain tax transcripts, register to use *Get Transcript Online* at irs.gov to view, print or download all transcript types listed below. If you are unable to register or prefer not to use *Get Transcript Online*, you can order a tax return transcript using *Get Transcript by Mail* at irs.gov or by calling 800-908-9946. Allow 5 to 10 days for delivery. You can also request any transcript type listed below by faxing or mailing *Form 4506-T Request for Transcript of Tax Return* as instructed on the form. Form 4506-T is available online at irs.gov.

Note: When using *Get Transcript by Mail*, or ordering by phone, the primary taxpayer on a joint tax return must make the request. The secondary spouse will use *Get Transcript Online* or Form 4506-T to request this transcript.

INSTRUCTIONS FOR SPECIAL SITUATIONS

Amended Returns: Tax filers who filed a 2019 amended tax return must submit a signed copy of Form 1040-X Amended U.S. Income Tax Return **AND** a signed copy of the 2019 federal tax return and schedule(s) or a Tax Return Transcript.

Parent Marital Status has changed since Tax Year 2019:

- If parent marital status has changed to married since the 2019 tax filing year, a signed copy of the 2019 federal tax return and applicable schedules, or a 2019 Tax Return Transcript, along with copies of all 2019 W2s, must be submitted for each parent reported on the FAFSA even though they were not married in 2019. A Verification of Non-Filing Letter, W2s (if parent worked), and page 1 of this form must be submitted for either parent who did not file a 2019 federal return.
- If parent marital status has changed to separated or divorced since the 2019 tax filing year and the 2019 return was filed as Married Filing Jointly, all W2 forms for both taxpayers on the tax return must be provided to the financial aid office, along with the signed tax return or tax return transcript, so income can be separated appropriately.

Victim of IRS Identity Theft: A victim of IRS identity theft who is not able to obtain a 2019 IRS Tax Return Transcript will need to contact the IRS at 1-800-908-4490 to receive a printout of the tax return transcript by mail. Submit this printout along with a signed statement indicating that you were a victim of IRS tax-related Identity theft and that the IRS has been made aware of the tax-related identity theft to the financial aid office.

Non-IRS Income Tax Returns: An individual who filed a 2019 non-IRS income tax return with a foreign tax authority must provide a signed copy of the 2019 tax return from the relevant tax authority.