



- No, but I had some earnings from work.** List below all sources and amounts of income from 2019 and submit all earnings statements (e.g., W-2, 1099-MISC) received in 2019. Submit a *Verification of Non-filing Letter* from the IRS for 2019 (obtained by using the [IRS Get Transcript Tool](#) or filing the [IRS Form 4506-T](#)). Continue to STEP 3.

Source of 2019 Income	W-2 or Equivalent Document Provided	Amount
		\$
		\$
		\$
<b>TOTAL</b>		<b>\$</b>

### STEP 3 - Spouse's 2019 Tax Filing Status

- I am not married.** Continue to STEP 4.

If you are married, did your spouse file or was he/she required to file a 2019 U.S. Federal Income Tax Return?

- Yes.** I have used the IRS Data Retrieval Tool in *FAFSA on the Web* to transfer my spouse's 2019 IRS income information into my FAFSA or attached a copy of my spouse's 2019 IRS Tax Return Transcript. Continue to STEP 4.
- No, and my spouse had no earnings from work.** Submit a *Verification of Non-filing Letter* for your spouse from the IRS for 2019 (obtained by using the [IRS Get Transcript Tool](#) or filing the [IRS Form 4506-T](#)). Continue to STEP 4.
- No, but my spouse had some earnings from work.** List below all sources and amounts of income from 2019 and submit all earnings statements (e.g., W-2, 1099-MISC) received in 2019. Submit a *Verification of Non-filing Letter* for your spouse from the IRS for 2019 (obtained by using the [IRS Get Transcript Tool](#) or filing the [IRS Form 4506-T](#)). Continue to STEP 4.

Source of 2019 Income	W-2 or Equivalent Document Provided	Amount
		\$
		\$
		\$
<b>TOTAL</b>		<b>\$</b>

### STEP 4 – Certification

I certify that all of the information reported on this worksheet is complete and correct. The student and student's spouse must sign this worksheet. **Electronic signatures are not acceptable.**

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Spouse Signature \_\_\_\_\_ Date \_\_\_\_\_

**Please submit signed and completed form, along with supporting documentation, to the Office of Financial Aid. Contact information provided below for email (preferred method) and mail.**