2024-2025 | FINANCIAL AID

CERTIFICATION FORM FOR NON-TAX FILERS

Your application was selected for review in a processed called Verification. In this process, RCTC is required to verify income information for any person(s) who indicated they did not file/are not required to file a 2022 tax return. (CFR Title 34, Part 668).

To continue processing on your file, you must complete this Worksheet and submit it to the RCTC Financial Aid Office along with the following documentation for each person who did not file a 2022 Tax Return:

	Verification of Non-Filing	2022 W2 Form(s)
Students who reported parent information	Not required	Required
Students (who did NOT report parent information) & spouse, if married	Required*	Required
Parents. If parent information was required on the FAFSA	Required*	Required

- Request online at www.irs.gov, "Get Your Tax Record."
- Request by mail by completing the online request at https://sa.www4.irs.gov/irfof-tra/login

If there are differences between your FAFSA, the IRS Verification and/or the amounts listed on this form, RCTC will send corrections to your Financial Aid application for you electronically. If the information provided appears to indicate an individual (yourself, your parent(s), or your spouse, if married) was required to file a Federal tax return, processing on your Financial Aid application will be stopped until that individual has filed the appropriate return and can provide an IRS Tax Return Transcript or a **SIGNED** copy of their Federal Tax Return to document their filing.

You may contact the Welcome and One Stop Center at (507)285-7557 if you need assistance or have questions.

Student Name: _____ Stinger ID: _____

Non-Filer Income Verification

Check the box for each person in your family who did **NOT** file a 2022 Federal Tax Return:

☐ Student ☐ Parent(s)/Mother/Stepmother ☐ Parent(s)/Father/Stepfather ☐ Spouse

For each person identified above, complete the following chart, provide copies of 2022 W-2 Forms from each employer **AND** if available, provide a 2022 IRS Verification of Non-filing (see instructions above). If you no longer have the 2022 W-2 Form(s), you must contact the employer for a duplicate copy. If an individual did not work during 2022, please list this person's name in the chart below and list **"DID NOT WORK"** under Employer's Name. If more room is needed, attach a separate page.

Non-Filer Name	Relationship to Student	Employer's Name	Amount Earned in 2022	Was a W-2 provided to you? If not, indicate why.

Certification and Signatures:

By signing below, I certify that all information provided is true and complete to the best of my knowledge. If asked by an authorized official, I agree to provide proof of the information I have given on this form.
Warning: If you purposely give false or misleading information on this form, you may be fined, sentenced to jail, or both.

_____ _____ _____ _____
Student Signature Date Spouse, if married Date

_____ _____ _____ _____
Parent Signature (If parent information was required on FAFSA) Date Parent Spouse Signature Date