Office of Scholarships and Financial Aid
2024 - 2025 PARENT NON-TAX FILER FORM
1600 South College Street, Mountain Home, AR 72653 • Phone: 870-508-6100 • Fax 870-508-6286

Student's Last Name	Student's First Name	Middle Initial	Banner ID Number:

You have been selected for a process called verification. Being selected for verification can happen when a FAFSA is filed or changed in any way. The Office of Scholarships and Financial Aid must verify information provided by comparing the FAFSA data submitted by the student with the information on this worksheet and other required documents. If there are differences, the FAFSA data may need to be corrected. The school may ask for additional information. For more information regarding this process, please contact the Office of Scholarships and Financial Aid at 870-508-6100.

This form is used to verify the non-tax filing status of a parent who are unable to provide an **IRS 2022 Verification of Non-filing Letter**. **MARK ONLY ONE** and complete this form for that parent:

☐ **Primary Parent of record for the FAFSA**   ☐ **Primary Parent's Spouse or Partner**

☐ Check here if the parent indicated above received social security, SSI, and/or disability benefits during 2022 and provide documentation of the amount(s) received.

Check box A and/or B, complete and sign, and provide appropriate documentation:

☐ **A.** Check here if the parent indicated above was employed during 2022. List all employers and amount earned from each.

List every employer even if the employer did not issue an IRS W-2 or 1099 form.			
Name	Employer or Source of Earned Income from Work*	Gross Earnings in 2022	W-2 or 1099 Issued?*
		$ .00	☐ YES ☐ NO
		$ .00	☐ YES ☐ NO
		$ .00	☐ YES ☐ NO
		$ .00	☐ YES ☐ NO
		$ .00	☐ YES ☐ NO
		$ .00	☐ YES ☐ NO

For each employer who issued a W-2 or 1099, a copy of the W-2 or 1099 must be provided.

If no W-2 or 1099 was provided by an employer listed above, please explain why you did not receive a W-2 or 1099 from that employer (additional documentation may be requested): _____
_____
_____

☐ **B.** Check here if the parent indicated above was not employed or there was little or no income earned from work in 2022. Provide either *monthly* or *yearly* amounts of assistance received and documentation of each. ALL undocumented incomes must be explained.

THIS TABLE CANNOT BE LEFT BLANK IF BOX B IS CHECKED

Source(s) of Income	YES	NO	Monthly	Yearly
• HUD assistance	☐	☐	$ .00	$ .00
• SNAP: *If yes, complete the **24-25 SNAP Verification Form***	☐	☐	$ .00	$ .00
• Social Security Income	☐	☐	$ .00	$ .00
• WIC	☐	☐	N/A	N/A
• Disability	☐	☐	$ .00	$ .00
• Unemployment	☐	☐	$ .00	$ .00
• Excess financial aid issued to you in calendar year 2022	☐	☐	$ .00	$ .00
• ***Money paid on your behalf from others*** for food, housing, clothing.*	☐	☐	$ .00	$ .00
• Other (babysitting, lawn care, odd jobs, etc.)*	☐	☐	$ .00	$ .00
TOTAL ASSISTANCE FROM OTHER SOURCES			**$ .00**	**$ .00**

*Provide written explanations on additional sheets of paper.

By signing this Verification Statement, I certify that all information reported is complete and accurate and that an attempt was made to obtain an **IRS 2022 Verification of Non-filing Letter**. WARNING: If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.

X _____   _____
Parent Signature   Date

IRS 'Get Transcript Online' Tool

The IRS Get Transcript Online tool is available at www.irs.gov under "Get your Tax Record".

Requesting Tax Documents online

The Get Transcript Online tool allows the user to immediately receive an online PDF version of their IRS Tax Return Transcript or, if appropriate, a verification of non-filing. The Get Transcript Online tool uses a new enhanced two-step, multi-factor authentication process that requires the user to register before submitting a transcript request.

To use the new Get Transcript Online tool, the user must have (1) access to a valid email address, (2) a text-enabled mobile phone (pay-as-you-go plans cannot be used) in the user's name, and (3) specific financial account numbers (such as a credit card number or an account number for a home mortgage or auto loan). Note that the IRS Get Transcript Online registration process will not result in any charges to the card or to the financial account.

During the new Get Transcript Online registration process, the IRS will send the user a confirmation code via email and an authentication code via text. The IRS email and text will contain a one-time code that the user will use to finalize the Get Transcript Online registration. Note that the IRS will never request log-in information or personal data via email or text.

IMPORTANT: The IRS does not accept requests for transcripts at its Taxpayer Assistance Centers.

Verification of Non-filing
Individuals who did not file an IRS tax return for the relevant tax year will, if they successfully register for Get Transcript Online, receive a PDF page indicating that the IRS has no record of a tax return being filed for the requested year. If an attempt is made to get the Verification of Non-Filing, but is unsuccessful, contact the ASUMH Office of Scholarships and Financial Aid for further assistance.

Frequently Asked Questions
If you have Get Transcript Online tool questions, the FAQ online at https://www.irs.gov/individuals/get-transcript-faqs should answer most of them.

See reverse to complete the 2024-2025 Parent Non-Tax Filer Form