

C. VERIFYING INCOME INFORMATION

The best way to verify income is by using the **IRS Data Retrieval Tool** when completing or updating your FAFSA on the web. If you do not use this method when completing or updating your FAFSA you must submit either a **signed copy of your 2019 Federal Tax Return with applicable schedules** or a copy of your 2019 IRS Tax Return Transcript. To request an IRS Tax Return Transcript please visit www.irs.gov and use Form 4506-T or select "View Your Account" then on the left side click "Tax Record (Transcript)" followed by either "Get Transcript Online," OR "Get Transcript by Mail" or call 1-800-908-9946. Be sure to only request a Tax Return Transcript, **NOT** an Account Transcript. After using the IRS Data Retrieval tool students are advised to not make any changes to their income information on their FAFSA. Please contact the Office of Financial Aid if you have had a change in income that is not reflected on your FAFSA.

Independent students who did not file and are not required to file a 2019 Federal Tax Return are required to send in copies of their 2019 W-2(s) **AND** a **2019 Verification of Nonfiling letter** from the IRS. To request a Verification of Nonfiling letter please visit www.irs.gov and use Form 4506-T or select "View Your Account" then on the left side click "Tax Record (Transcript)" followed by "Get Transcript Online"

D. STUDENT'S INCOME INFORMATION

Check only one box below. See "Verifying Income Information" section on how to request your IRS Tax Return Transcript. Also foreign tax return filers may submit signed photocopies of their foreign tax return transcript.

Check here if you did file a 2019 Federal Tax Return and you used the IRS Data Retrieval process when completing or updating your 2021-22 FAFSA.

Check here if you did file a 2019 Federal Tax Return and a **signed** copy of your 2019 Federal Tax Return with applicable schedules or a copy of your 2019 IRS Tax Return Transcript is attached (See section C above)

Check here if you did **NOT** file a 2019 Federal Tax Return and weren't required to. If you did not file a 2019 Federal Tax Return but did work in 2019 and had earnings please state the name of your employer(s) below and the total amount earned in 2019 and send copies of your W-2(s) and/or yearly income statements. (See section C above).

Total Amount Earned in 2019 \$ _____ Employer's Name(s) _____

Check here if Verification of Nonfiling letter is provided

E. SPOUSE'S INCOME INFORMATION (if student is married)

Check only one box below. See "Verifying Income Information" section on how to request your IRS Tax Return Transcript. Foreign tax return filers may submit signed photocopies of their foreign tax return transcript.

Check here if your spouse did file a 2019 Federal Tax Return and you used the IRS Data Retrieval process when completing or updating your 2021-22 FAFSA.

Check here if you and your spouse did file a 2019 Federal Tax Return and a **signed** copy of your 2019 Federal Tax Return with applicable schedules or a copy of your 2019 IRS Tax Return Transcript is attached (If you and your spouse filed as "Married Filing Separately" a **signed** copy of your 2019 Federal Tax Return with applicable schedules or a copy of your 2019 IRS Tax Return Transcript for both of you must be submitted, see section C above).

Check here if your spouse did **NOT** file a 2019 Federal Tax Return and wasn't required to. If they did not file a 2019 Federal Tax Return but did work in 2019 and had earnings please state the name of their employer(s) below and the total amount earned in 2019 and send copies of their 2019 W-2(s) and/or yearly income statements. All spouse's who did not file a 2019 Federal Tax Return must submit a 2019 IRS Verification of Nonfiling letter (See section C above).

Total Amount Earned in 2019 \$ _____ Employer's Name(s) _____

Check here if Verification of Nonfiling letter is provided.

F. SIGN THIS WORKSHEET

By signing this worksheet, I (we) certify that all information reported to qualify for Federal student aid is complete and correct. If married, spouse's signature is optional.

Student Date

Spouse Date

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

THE STATE UNIVERSITY OF NEW YORK AT FREDONIA
OFFICE OF FINANCIAL AID
209 MAYTUM HALL
FREDONIA, NY 14063

DO NOT LEAVE ANY QUESTIONS UNANSWERED. You MUST "check" a BOX for each question.