DAVENPORT UNIVERSITY

Student Income Verification for Non-tax Filers

2020-2021

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Student Last Name Student First Name M.I. Date of Birth Student ID

I, _____ (student/spouse) have not filed and am not required to file an income tax return for calendar year 2018.

My (and my spouse's) sources of income for the calendar year 2018 were:

If you did not have an income, please indicate below with an amount of zero. Forms submitted without income information will not be accepted.

Student Amount	Employer Name	Spouse Amount

Please attach a copy of IRS Form W-2 for each source of employment income received for 2018

By signing this statement, I (we) certify that all the information reported on this document is complete and correct. *Warning: If you purposely give false or misleading information on this document, you may be fined, be sentenced to jail, or both.*

_____ _____ _____

Student's Hand-Signature Date Phone Number

In addition to the completed form, a Verification of Non-filing Letter from the IRS must be submitted by **Independent Students** and their **Spouses** (if they did not file 2018 taxes). To get this letter, simply complete the process to request a transcript via mail using the 4506-T or online at https://www.irs.gov/individuals/get-transcript using the Get a Transcript Online option. The Verification of Non-filing Letter cannot be accessed using the Get a Transcript by Mail option. You must use the Get a Transcript Online option or the 4506-T option.

If you are unable to obtain the Verification of non-filing letter, please submit a signed statement that includes the following information:

- I have attempted to obtain a verification of non-filing letter from the IRS and have been unable to obtain it.
- I have not filed and will not file a 2018 federal tax return
- I am not required to file a 2018 federal tax return

For additional information regarding this requirement, please contact the financial aid office.

Submit forms and other financial aid paperwork via: davenport.edu/FADocUpload; or Fax to 616-732-1141;
or Mail to Davenport University, Attn: Financial Aid, 6191 Kraft Ave., Grand Rapids, MI 49512

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