



Student Name: \_\_\_\_\_ Student ID: \_\_\_\_\_

**2024-2025 Student Certification Unable to Obtain Verification of Non-filing letter from IRS**

Individuals who did not file and were not required to file a 2022 income tax return are required to provide Verification of Non-filing letter from the IRS or other tax authority dated on or after October 1, 2023. This letter indicates that the IRS does not have an income tax return on file for 2022.

The nontax filer must meet all the following requirements:

- 1. Attempted to request the Verification of Non-filing Letter form the IRS; **and**
- 2. Waited 10 business days after the request was made to the IRS; **and**
- 3. Was not able to obtain the Verification of Non-filing letter from the IRS

The nontax filer may provide the signed statement below. You must certify both statement in sections A and B by checking each section.

\_\_\_\_\_ **A. The student has not filed and is not required to file 2022 income tax return.**

\_\_\_\_\_ **B. I certify that I have attempted to obtain the Verification of Non-filing letter from the IRS or other tax authority, it has been at least 10 business days since requesting the Verification of Non-filing Letter from the IRS, and I was unable to obtain the required documentation.**

**C. Certification and Signatures**

Each person signing this worksheet certifies that all information reported on it is compete and correct.

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

The student unable to obtain the Verification of Non-filing Letter from the IRS must sign and date.

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

\_\_\_\_\_  
Date

**Please upload this signed and completed form into the upload step provided. You should keep a copy of this form for your records.**