

### Tax Non-filing Form - Parent/Stepparent

Your 2024-2025 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law says that before awarding Federal Student Aid, SWIC is required to compare your FAFSA with the information on this form and with any other required documents. If there are differences, your FAFSA information may need to be corrected. **You must complete and sign this form each place it is requested, attach any required documents, and submit the form and other required documents to the Financial Aid Office at SWIC. We may ask for additional information.** If you have questions about verification, contact our office as soon as possible so that your financial aid will not be delayed.

Full Name of STUDENT (Please print clearly)	SWIC Student ID Number

The instructions and certifications below apply to any person (contributor) whose information was required on the 2024-2025 FAFSA who did not file and is not required to file a 2022 income tax return with the IRS. **A separate form needs to be completed for each non-filer.** PLEASE NOTE: If we have reason to believe any information is inaccurate, we may request additional documentation.

Full Name of Tax Non-filer (Please print clearly)	Relationship to Student (choose ONE)

Check the ONE box that applies for the tax non-filer listed above:

☐ I was NOT employed, and I had NO income earned from work in 2022.

☐ I WAS employed in 2022 and have listed below the names of ALL employers, the amount earned from each employer in 2022, and whether a W-2 form (or 1099) is provided. List every employer, even if the employer did not issue an IRS W-2 form or 1099. If you were paid in cash or self-employed, indicate that, as well.

Employer's Name	Annual Amount Earned in 2022	IRS W-2 (or 1099) Provided? Yes or No*
	\$	
	\$	
	\$	
	\$	

\*If W-2/1099 was not received or is not provided, explain why below:

Per regulations, you must provide copies of all 2022 IRS W-2 forms issued by employers. If you received a 1099 instead of a W2, provide that, also. If you cannot locate them all, you may instead request a 2022 Wage & Income Transcript from the IRS and submit a copy of that to us. (For instructions on how to order IRS transcripts: <https://www.irs.gov/individuals/get-transcript>)

**SIGNATURES:** By signing this form, the tax non-filer is certifying that they did not file, and are not required to file, a 2022 federal tax return with the IRS. Each person signing this form certifies that all of the information reported on it is complete and correct. Falsification of information is subject to prosecution.

\_\_\_\_\_  
 Student's Signature (REQUIRED in all cases)

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Parent/Stepparent Signature (Required)

\_\_\_\_\_  
 Date

Student's Name: \_\_\_\_\_ SWIC ID Number: \_\_\_\_\_

Certain tax non-filers have requirements in addition to what is addressed elsewhere on this form. The following will not apply to all who did not file a 2022 federal tax return, but there a couple of situations where additional documentation will be required of non-filing parents/stepparents.

- 1) FOREIGN INCOME. Non-filing parents/stepparents that a) earned income in a foreign country in 2022, or b) worked for an international organization (examples: the United Nations, World Bank, International Monetary Fund) in 2022 without being required to report income on any tax return, must provide our office with verification of non-filing from the relevant tax authority other than the IRS.
- 2) NO SSN, ITIN, OR EIN. Individuals without a Social Security number (SSN), Individual Taxpayer Identification Number (ITIN), or Employer Identification Number (EIN), must provide our office with a signed and dated statement certifying that they do not have an SSN, ITIN, or EIN.

Please contact the Financial Aid Office for additional guidance if either of the above situations applies in your case, and you are not sure what documentation to provide along with this form, or have made a good-faith effort to obtain the documentation, but failed.

Student's Name: \_\_\_\_\_ SWIC ID Number: \_\_\_\_\_

**SUPPORT FOR NON-FILER FROM UNTAXED INCOME AND OTHER INCOME & RESOURCES****A. PARENT INFORMATION (FOR THE NON-FILING PARENT WHOSE INFORMATION IS REPORTED ON THE 24-25 FAFSA)**

Full Name	Date of Birth	Relationship	SSN
		PARENT	
		STEPPARENT	

**B. BENEFITS RECEIVED FOR THE PARENT HOUSEHOLD**

Complete this section to indicate benefits/assistance received by parent(s), or other members of parent(s) household. **PLEASE NOTE:** Members of your parent's household means those people who qualify to be included in their **family size following the 2024-2025 FAFSA instructions**, not necessarily everyone who lives in their house.

Benefit	Received 2022 and/or 2023?	Benefit/Other Assistance	Received 2022 and/or 2023?
WIC	Yes No	Federal Housing Assistance	Yes No
Free or Reduced Price Lunch	Yes No	LIHEAP, Circuit Breaker, or other Energy Assistance Program	Yes No
TANF	Yes No	Veteran Education Benefits	Yes No
SSI (Supplemental Security Income)	Yes No	Social Security Benefits ( <u>NOT</u> SSI)	Yes No
Medicaid	Yes No	Financial Aid/Scholarships	Yes No
SNAP/Food Stamps	Yes No		

**C. PARENT'S or STEPPARENT'S UNTAXED INCOME**

Report annual amounts for 2022. Enter "0" if not applicable. Do not include below any of the benefits/assistance listed in Section B, above.

Untaxed Income Type	Annual Amount in 2022
Unemployment compensation received, if not reported as income on a 2022 federal tax return.	\$
Child support received for children in household. ( <b>Don't include</b> foster care or adoption payments.)	\$
Workers' compensation.	\$
Disability payments ( <b>OTHER THAN</b> SSI or SSDI Social Security disability benefits).	\$
Alimony received, if not reported as income on a 2022 federal tax return.	\$
Veterans noneducation benefits (such as Disability, Death Pension, Dependency & Indemnity Compensation (DIC), and/or VA Educational Work-Study allowances).	\$
Housing, food, and other living allowances paid to members of the military, clergy, and others (including cash payments and cash value of benefits). ( <b>Don't include</b> military housing.)	\$
Payments to tax-deferred pension and retirement savings plans (paid directly or withheld from earnings), including, but not limited to, amounts reported on the W-2 forms in Boxes 12a through 12d, codes D,E,F,G, H and S. <b>Don't include</b> amounts reported in code DD.	\$
<b>OTHER</b> untaxed income not reported above. <b>**ALSO SPECIFY SOURCE(S) OF THIS OTHER UNTAXED INCOME:</b>	**\$

Student's Name: \_\_\_\_\_ SWIC ID Number: \_\_\_\_\_

**D. PARENT/STEPPARENT- HOUSEHOLD ARRANGEMENT (PLEASE READ CAREFULLY)**

1. In 2022, did friends, relatives, or others help support you and/or your household members?

No

Yes (If "Yes," also complete section D2.)

2. If "Yes, Check the
- one
- box that applied to you in 2022, and fill in the spaces for the
- one
- you checked:

A) (Name) \_\_\_\_\_ (Relationship) \_\_\_\_\_ allowed us to live with them rent-free in 2022.  
They did not pay for any obligations on our behalf.B) (Name) \_\_\_\_\_ (Relationship) \_\_\_\_\_ allowed us to live with them in 2022, and they  
helped pay for some of our personal obligations (example: bills, transportation). Also complete section D3.C) We had our own residence in 2022, but (Name) \_\_\_\_\_ (Relationship) \_\_\_\_\_ provided  
financial assistance to help pay for some of our personal obligations (example: bills, transportation). Also complete section D3.

3. If someone helped you pay for personal obligations (see 2B/2C above) in 2022, complete the following section accordingly.

Person(s) Receiving Support	Support Helped Pay For	2022 Annual Amount
		\$
		\$
		\$

**E. ADDITIONAL INFORMATION (PLEASE READ CAREFULLY AND RESPOND THOROUGHLY)****REQUIRED—Related to 2022:** Please provide a written description of how you and your household members lived on the income reported for 2022. Insufficient information will delay processing of your file. **DO NOT LEAVE BLANK.****F. CERTIFICATION AND SIGNATURE**

Each person signing this worksheet certifies that all of the information reported on it is complete and correct. Falsification of information is subject to prosecution.

\_\_\_\_\_  
Student's Signature (Required)\_\_\_\_\_  
Date\_\_\_\_\_  
Parent/Stepparent's Signature (Required)\_\_\_\_\_  
Date