

The best way to ensure that you complete your FAFSA correctly is by using the IRS Data Retrieval Tool (IRS DRT). If you did not use the IRS Data Retrieval Tool when completing the FAFSA, then you may submit an electronic correction to your FAFSA, select the IRS Data Retrieval Tool option, and resubmit. Otherwise, you must request an official 2019 Tax Return Transcript from the Internal Revenue Service. You may request an “**IRS 2019 Tax Return Transcript**” online at www.irs.gov, by visiting a local IRS office, or by calling 1-800-829-1040.

C-1. Verification of Student Tax Filers

- Check here if you used the IRS DRT when completing the FAFSA or entered corrections using the IRS DRT and resubmitted your FAFSA
- Check here if you were unable to use the IRS DRT and have attached a copy of your (and your spouse’s, if applicable) **2019 tax return transcript(s)**.

C-2. Verification of Student Nontax Filers

- Check here if you did not file and were not required to file a 2019 U.S. income tax return. **All nontax filers are required to provide an IRS Verification of 2019 Non-Filing Letter dated on or after October 1, 2020 that indicates a 2019 IRS income tax return was not filed with the IRS.** You may request this online at www.irs.gov or by visiting a local IRS office.

If you did not file a tax return, please list below your employer(s) and any income received in 2019. You **must** provide a copy of all W2’s or other documentation of any income received in 2019 (if applicable). If you did not have any income, please list below any benefits you receive such as Food Stamps, Child Support, Social Security Disability, etc. Please attach any supporting documentation for these benefits.

Sources	2019 Amount
	\$
	\$
	\$

D. Child Support Paid

If you reported on the FAFSA that you or someone in your household paid child support during 2019, you must have that person complete and sign the statement provided in this section.

Name of person paying the child support	Name of person receiving the child support	Name and age of the child for whom child support is paid	Amount paid in 2019
			\$
			\$
			\$

* I certify that I paid the child support in the amounts listed, for and to the parties listed above.

Signature: _____ Date: _____

E. Certifications and Signatures

By signing this form, you certify that all the information reported on it is complete and correct.

Student’s Signature: _____ Date _____

Hand-written signatures must be provided.

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

Submit this worksheet by mailing it to UNA Student Financial Aid, UNA Box 5014, Florence AL 35632, by email to sfins@una.edu, or by fax to 256-765-4920.