

[illegible]

### C. Independent Student's Tax & Income Information

1. **STUDENTS ONLY:** Did you (the student) file a 2021 Tax Return?

☐ Yes You are required to use the IRS Data Retrieval Tool (DRT) to transfer your income information into the FAFSA, OR you must submit to the financial aid office a **2021** IRS Tax Return Transcript OR a **SIGNED** IRS Form 1040 with **ALL** applicable schedules (schedules 1, 2, and 3). To use the DRT, log into FAFSA.gov and go to the finances section. If you are not able to use the DRT you may request a tax return transcript at <https://www.irs.gov/individuals/get-transcript>. **Request the "Return Transcript"** and NOT the "Account Transcript" or call 1-800-908-9946 to request a transcript by phone. You should receive it within 10 business days from receipt of telephone request.

☐ No, and I was not required to file a 2021 tax return. \*Please indicate W2 source and amount or select box under W2 source and amount in Question 2.

You are required to attach a **2021** Verification of Non-filing Statement dated after October 1, 2022. You may request a **2021** Verification of Non-filing Statement from <https://www.irs.gov/individuals/get-transcript>.

**SPOUSE ONLY:** Did you (the spouse) file a 2021 Tax Return? ☐ N/A

☐ Yes You are required to use the DRT, OR submit a **2021** IRS Tax Return Transcript OR a **SIGNED** IRS Form 1040 with **ALL** applicable schedules (schedules 1, 2, and 3). See instructions above for DRT or return transcript.

☐ No, and I was not required to file a 2021 tax return. \*Please indicate W2 source and amount or select box under W2 source and amount in Question 2.

You are required to attach a **2021** Verification of Non-filing Statement dated after October 1, 2021. You may request a **2020** Verification of Non-filing Statement from <https://www.irs.gov/individuals/get-transcript>.

2. If you or your spouse did not file a **2021** Federal Tax Return, list below the source and amount of any income earned from work in **2021**. **If you answer "Yes" to having a 2021 W-2 Issued, please provide a copy.** If you do not have copies, request a Wage and Income Transcript from <https://www.irs.gov/individuals/get-transcript>.

Sources	2021 Amount	2021 W-2 Issued Yes or No

☐ I, the Student, did not work in 2021

☐ I, the Spouse, did not work in 2021

### D. Documentation of Identity/Statement of Educational Purpose

In order to complete the Verification process, you will need to appear in person at the PVAMU Office of Financial Aid and Scholarships with **your unexpired government issued ID** (such as a driver's license, military ID, passport, etc.) and submit this verification worksheet. Your financial aid administrator will need to validate the statement below at the time of submission by maintaining a copy of your photo ID and by providing a signature and date.

#### Statement of Educational Purpose (In Person)

I certify that I \_\_\_\_\_ am the individual signing this Statement of Educational Purpose and  
Print Student's Name

that the Federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of  
attending \_\_\_\_\_ for 2023-2024  
(Name of Postsecondary Educational Institution)

Student's Signature

Date

Financial Aid Administrator's Signature

Date

#### Notary's Certificate of Knowledge (By Mail)

***If you cannot appear in person to submit this worksheet, you will need to take your unexpired government issued ID and this worksheet to a public notary. You will then need to submit this to us along with a scanned copy of the same ID.***

State of \_\_\_\_\_ City/County of \_\_\_\_\_ On \_\_\_\_\_

Before me, \_\_\_\_\_ personally appeared, \_\_\_\_\_  
(Notary's Name) (Printed Name of Signer)

And proved to me on the basis of satisfactory evidence of identification \_\_\_\_\_  
(Type of Government-Issued Photo ID provided)

To be the above-named person who signed the foregoing instrument.

**WITNESS my hand and official seal** \_\_\_\_\_  
(Notary Signature) (Date Commission Expires)  
(Seal)

**F. Sign this Worksheet (DO NOT TYPE SIGNATURES)**

Each person signing this form certifies that all information reported on it is complete and correct. *Warning: If you purposely give false or misleading information on this worksheet, you may be fined, sentenced to jail or both.*

\_\_\_\_\_  
Student Date

\_\_\_\_\_  
Spouse (optional) Date  
Office of Student Financial Aid & Scholarships  
P.O. Box 519, Mail Stop #1005  
Prairie View, Texas 77446  
Phone (936) 261 – 1000