



Non-Tax Filers- Verification Student/ Student's Spouse

You and/or your spouse have been selected to verify your income as non-tax-filers. Complete this form if you, the student (and/or spouse if married) will not file and are not required to file a 2022 income tax return with the IRS.

_____	_____
Student Name	CWU Student ID#:

Instructions:

- **Complete page 1 and 2 of this form-** see pg. 3 for instructions on retrieving tax data from the IRS.
- **Print and Sign forms (if required)-** Student signature is not required if uploaded to MyCWU portal and verification is for the student only (no other contributors on your FAFSA were selected). If your spouse was selected for verification, your spouse **must print form and provide handwritten signature**. If you do not have access to a printer, you may request a form be mailed to you. Email: financialaid@cwu.edu
- **Upload form and required documentation to your CWU To-Do list-** the CWU office will not upload forms for students.

Please select one of the following:

- Student Only:** I am providing income information for myself only. I am either not married or my spouse was not asked to verify their income.
- Student's Spouse Only:** I am married to the student and completing this form. I am providing income information for myself only. My spouse was not required to verify their information.
- Student and Spouse:** I am married and providing information for me and my spouse. I am completing this form with my spouse to provide income information for the 2022 tax year.

Important: To be eligible for federal aid, you, the student, and all contributors are required to consent and approve data sharing and importing income/tax information from the IRS to the FAFSA form. This includes your spouse (if married) or your parent/s (if you are a dependent student). When using the Federal Tax Information (FTI) transfer, most cases do not require further documentation. Even if data sharing and import are unsuccessful or student/spouse/parents filed taxes separately in 2022, all must provide consent to be eligible for Federal aid.



1. Choose one option and submit the required documentation:

- Option 1: Not employed:** I have consented for the FTI transfer for my 2022 income information to my or my spouse’s FAFSA. I was not employed and had no earned income from work in the 2022 tax year.
 - Student only:** I am providing my individual information for the 2022 tax year.
 - Student’s Spouse only:** I am providing my individual information for the 2022 tax year.
 - Student and Spouse:** We are married, not employed, and had no income earned from work for the 2022 tax year.

- Option 2: Employed:** I have consented and approved the FTI transfer for my 2022 income information to my or my spouse’s FAFSA but did not file taxes. I was employed in 2022 and have listed the names of all employers, the amount earned from each employer, and whether an IRS W-2 or equivalent document was provided. *(If more space is needed, provide a separate page with the student’s name and ID number at the top).*
 - Student only:** I am providing my individual information for the 2022 tax year.
 - Student’s Spouse only:** I am providing my individual information for the 2022 tax year.
 - Student and Spouse:** We are married and provided our income information for the 2022 tax year and attached all required documentation:

Employer’s Name	IRS W2 or equivalent provided?	Student or Spouse	Amount earned in 2022
Ex: ABC’s Auto Body	Yes	Student	\$4,500.00

2. Include a statement in the box below certifying you (and spouse, if married) have not filed and are not required to file a 2022 tax return:

Certification- Student	
I understand that submitting this form electronically through MyCWU portal constitutes my signature and my certification that the information provided herein is complete and correct.	
<i>Student Signature (not required if submitted through MyCWU portal)</i>	<i>Date</i>
Certification-Spouse (must sign in married)	
By signing below, I certify all information reported is complete and correct.	
<i>Spouse Signature (handwritten signature is required)</i>	<i>Date</i>