

## 2018-2019 Parent Tax Filer Status Verification

### SECTION A: STUDENT INFORMATION

Name:	UNTD Assigned ID:	SSN (last 4 digits only):
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Your application has been selected for Verification. We are required by federal law (34 CFR, Part 668) to compare the information from your Free Application for Federal Student Aid (FAFSA) with the federal tax information provided to the IRS, along with this form. You can transfer your parent(s)' tax return information from the IRS to your FAFSA using the **Data Retrieval Tool (DRT)** or you can submit copies of your parent(s)' **2016** federal income tax transcripts. Request a free **Tax Return Transcript** from the IRS online at <http://www.irs.gov>. Each parent (if married/remarried) must check the box that applies to their 2016 tax status below.

#### SUBMITTING THIS FORM

- ✓ Use the **IRS Data Retrieval Tool** to transfer your parent(s)' tax return information to your FAFSA **or** ensure copies of your parent(s)' 2016 federal income **Tax Return Transcripts** are attached.
- ✓ We will update your FAFSA, if needed, based on the information provided on this form and attached tax documents.
- ✓ We cannot continue processing your financial aid until all required financial aid documents have been submitted.
- ✓ All required documents must be submitted to our office **at least** two weeks before the end of the term.

### SECTION B: PARENT TAX INFORMATION

**PARENT 1 [Father/Mother/Stepparent]** (Check the ONE box below that applies to you).

<input type="checkbox"/> <i>I worked in 2016 and filed a 2016 IRS Income Tax return <u>and</u> used the IRS Data Retrieval Tool through FAFSA.</i>	<input type="checkbox"/> <i>I worked in 2016 and filed a 2016 IRS Income Tax return <u>and</u> have attached a copy of my 2016 IRS Income <u>Tax Return Transcript</u>.</i>
<input type="checkbox"/> <i>I was not required to file taxes because my earned income was below the tax filing limit <u>and</u> have attached a copy of my IRS Form W-2 for each source of employment income received for tax year 2016.</i>	<input type="checkbox"/> <i>I did not work in 2016 and was not required to file taxes and understand that additional information and/or documentation may be requested by the financial aid office.</i>

**PARENT 2 [Father/Mother/Stepparent]** (Check the ONE box below that applies to you).

<input type="checkbox"/> <i>I worked in 2016 and filed a 2016 IRS Income Tax return <u>and</u> used the IRS DRT through FAFSA.</i>	<input type="checkbox"/> <i>I worked in 2016 and filed a 2016 IRS Income Tax return <u>and</u> have attached a copy of my 2016 IRS Income <u>Tax Return Transcript</u>.</i>
<input type="checkbox"/> <i>I was not required to file taxes because my earned income was below the tax filing limit <u>and</u> have attached a copy of my IRS Form W-2 for each source of employment income received for tax year 2016.</i>	<input type="checkbox"/> <i>I did not work in 2016 and was not required to file taxes and understand that additional information and/or documentation may be requested by the financial aid office.</i>

### SECTION C: CERTIFICATION

I certify that all the information contained on this form is complete and correct and that there is no forgery of signature(s). I understand that I must sign and return this form for my financial aid to be processed. **Electronic signatures are not accepted.**

Parent Signature	Date
X _____	_____

**Return this completed form with any required documentation to:**

Student Financial Aid & Scholarships/University of North Texas at Dallas/7300 University Hills Blvd, Dallas, TX 75241  
or fax to (972)338-1799 or save and attach as PDF and email to [financialaid@untdallas.edu](mailto:financialaid@untdallas.edu)