

RADFORD UNIVERSITY

Financial Aid

Financial Aid Office · P.O. Box 6905 · Radford, VA 24142

Phone: (540) 831-5408 · Fax: (540) 831-5138 · Text: (540) 328-9360 · finaid@radford.edu

Financial Aid Website: <https://www.radford.edu/finaid>

Name _____ Radford ID # _____

Verification of 2021 Income Information for Parent Nontax Filers for the 2023-2024 Academic Year

The instructions and certifications below apply to the parent and/or parent's spouse, if the parent is married. Complete this form if the parent and/or parent's spouse will not file and are not required to file a 2021 income tax return with the IRS.

Check the box that applies:

- The parent and/or parent's spouse were not employed and had no income earned from work in 2021.
- The parent and/or parent's spouse were employed in 2021 and have listed below the names of all employers, the amount earned from each employer in 2021, and whether an IRS W-2 form is provided. (see below)

In addition to this statement, you will also need to provide a copy of a *Verification of Non-filing* letter from the IRS or other relevant tax authority (e.g. a U.S. territory or a foreign government), confirming that you did not file a tax return for 2021. This can be obtained by completing and submitting the IRS 4506-T form to the IRS. A copy of the 4506-T form can be obtained through the IRS.gov website.

- Check here if *Verification of Non-filing* is provided.
- Check here if *Verification of Non-filing* will be provided later.
- Check here if you tried but were unable to get a Parent Verification of Non-filing form from the IRS.

You must provide copies of all 2021 IRS W-2 forms issued to the parent and/or parent's spouse by their employer(s). List every employer, even if the employer did not issue an IRS W-2 form.

- A copy of 2021 W-2s is provided.
- A copy of 2021 W-2s will be provided later.

If more space is needed, provide a separate page with the parent and students name and ID number at the top.

Employer's Name	2021 Amount	IRS W-2 Provided?
Suzy's Auto Body Shop (example)	\$2,000.00 Earned	Yes

Verification of information reported on this form may be requested. Review of verification documents may take up to four weeks. Additional information may be needed after the review of documents. Awarding will not occur until all documents are received and verified. Students will be considered for funds that are available at the time verification is finalized. Students can monitor documents received, reviewed, or needed through their My RU Account. Correspondence regarding verification will be sent to the student's Radford University e-mail address. Verification must be finalized prior to the payment date for the semester to receive any deferment or partial deferment of charges. Students who have not received award notifications (or if awards are insufficient to cover balances due) by the time payment is due, they will need to pay university charges by the payment deadline.

The signature(s) below certify the above statements are true. This form requires hand written signatures to be considered complete.

Parent Signature _____ Date _____

Parent Signature _____ Date _____

Student's Signature _____ Date _____

Please return this completed and signed form to the Financial Aid Office, Radford University, P.O. Box 6905, Radford, VA 24142, fax this form to 540-831-5138, or email this completed and signed form to finaid@radford.edu.