



California State University, Sacramento
 Student Service Center
 Financial Aid & Scholarship Office
 Lassen Hall
 6000 J Street, Sacramento, CA 95819-6044
 Phone: (916) 278-1000

Print Name: _____

Sac State ID #:

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PARENT(S) INCOME VERIFICATION

The information requested below applies to each parent included in the household

Instructions: Check the **one** box that applies to the parent(s) listed on the Financial Aid Application. Note: If you have used IRS DRT on the FAFSA, this form is not required.

- I/we are unable or choose not to use the IRS DRT on the FAFSA.
Next step: Submit a 2018 IRS Tax Return Transcript(s) or signed 2018 Federal Tax Return

- We have separated since filing our 2018 tax return with a status of Married Filing Jointly.
Next step: Submit your 2018 Tax Return Transcript *or* signed 2018 Federal Tax Return AND copies of all 2018 W-2s, 1098s, and 1099s for both tax filers

- There are two parents listed on the Financial Aid Application but we did not file a 2018 joint tax return
Next step: Submit Tax Return Transcripts and/or Verification of Non-filing Letters for **BOTH** parents

- I/we have filed or will file a 2018 Foreign Tax Return.
Next step: Submit a signed and translated copy of your foreign 2018 tax return showing the Adjusted Gross Income (AGI) and Taxes Paid

- I/we were not employed, had no income in 2018 and did not file a tax return.
Next step: Request and Submit a Verification of Non-filing Letter from the IRS for each parent in the Household

- I/we were employed in 2018 but were not required to file a tax return. Complete the box below.
Next step: List your employer(s) and the amount earned in 2018. If additional space is needed, attach a separate sheet with your student's name and Sac State ID at the top.

- Submit a copy of the W-2 for each employer listed below **AND** a Verification of Non-Filing Letter from the IRS. This section is only required if the box above was selected.

Source of Income	Annual Amount	W-2 Provided
Example: John Doe Auto Body Shop	\$1,000.00	Yes
	\$	
	\$	
	\$	

Certification Statement

Each person signing below certifies that all of the information stated is complete and correct. The student and/or parent, whose information is reported on the financial aid application, must sign and date this form.

 Student Signature

 Date

 Parent Signature
 9/11/19

 Date

Once completed upload financial aid documents at <https://onbase.csus.edu/unity/forms/faupload.aspx>