

Enter your JCC ID: J00 \_\_\_\_\_  
FA 2425 IRSP



## INCOME-TAX VERIFICATION – PARENT

Student's name: \_\_\_\_\_ Phone: \_\_\_\_\_

**PARENT TAX FILERS:** If both parent and parent spouse or partner (if applicable) listed on the FAFSA **did file, will file, or was required to file** a 2022 federal tax return **do not submit** this form. Instead, see *Parent Tax Filer Instructions* on page 2 to provide tax information.

**PARENT NON-TAX FILERS:** Provide information below for parent and parent spouse or partner listed on the FAFSA who did **not file** and was **not required to file** a 2022 federal tax return. A Verification of Non-Filing (VONF) transcript from the IRS must be submitted for each parent listed on the FAFSA who did not file taxes. See *Instructions for Obtaining Tax Transcripts from the IRS* on page 2.

Parent #1 listed on the FAFSA		
<b>PARENT #1 NAME and last 4 digits of SSN:</b>		
Check one	<input type="checkbox"/> Parent #1 was <u>not</u> employed and had no income earned from work in 2022	
	<input type="checkbox"/> Parent #1 was employed and did not file, AND was not required to file, a 2022 tax return. List all employers (even if they did not issue a W2), the amount earned from each, and whether a W2 was provided. <b>Submit copies of all 2022 W2 forms (issued to you by your employer(s)) AND a Verification of Non-Filing (VONF) transcript from the IRS.</b> Attach a list if more space is needed.	
Name of Employer	Annual Amount Earned in 2022	Check if W2 was provided

**Certification:** The person signing below certifies that all the information reported is complete and correct.  
**WARNING:** If you purposely give false or misleading information you may be fined, sentenced to jail or both.

Parent # 1 signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Spouse or Partner listed on the FAFSA		
<b>PARENT SPOUSE OR PARTNER NAME and last 4 digits of SSN:</b>		
Check one	<input type="checkbox"/> Parent Spouse or Partner was <u>not</u> employed and had no income earned from work in 2022	
	<input type="checkbox"/> Parent Spouse or Partner was employed and did not file, AND was not required to file, a 2022 tax return. List all employers (even if they did not issue a W2), the amount earned from each, and whether a W2 was provided. <b>Submit copies of all 2022 W2 forms (issued to you by your employer(s)) AND a Verification of Non-Filing (VONF) transcript from the IRS.</b> Attach a list if more space is needed.	
Name of Employer	Annual Amount Earned in 2022	Check if W2 was provided

**Certification:** The person signing below certifies that all the information reported is complete and correct.  
**WARNING:** If you purposely give false or misleading information you may be fined, sentenced to jail or both.

Parent Spouse or Partner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**JCC Financial Aid Office | PO Box 20 | Jamestown, NY 14702-0020**  
**Jamestown 716.338.1009 | 1.800.388.8557 ext. 1009 | FAX 716.338.1459 | Olean 716.376.7512 | 1.800.388.8557 ext. 7512**

## **PARENT TAX FILER INSTRUCTIONS**

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If both parent and parent spouse or partner (if applicable) listed on the FAFSA filed a 2022 federal tax return, **do not submit page 1** to the financial aid office. Instead, provide parent tax data by one of the following methods:

- Submit a copy of parent(s) 2022 Tax Return Transcript available from the IRS *or*,
- Submit a signed copy of parent(s) 2022 federal tax return with applicable schedule(s).

## **INSTRUCTIONS FOR OBTAINING TAX TRANSCRIPTS FROM THE IRS**

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### **Instructions:**

#### **A 2022 IRS Tax Return Transcript may be obtained through:**

- Get Transcript by Mail – Go to [www.irs.gov](http://www.irs.gov), click "Get Your Tax Record." Click "Get Transcript by Mail." Make sure to request the "**Return Transcript**" and **NOT** the "Account Transcript." The transcript is generally received within 10 business days from the IRS's receipt of the online request.
- Get Transcript Online – Go to [www.irs.gov](http://www.irs.gov), click "Get Your Tax Record." Click "Get Transcript Online." Make sure to request the "**Return Transcript**" and **NOT** the "Account Transcript." To use the Get Transcript Online tool, the user must have (1) access to a valid email address, (2) a text-enabled mobile phone (pay-as-you-go plans cannot be used) in the user's name, and (3) specific financial account numbers (such as a credit card number or an account number for a home mortgage or auto loan). The transcript displays online upon successful completion of the IRS's two-step authentication.
- Automated Telephone Request – 1-800-908-9946. Transcript is generally received within 10 business days from the IRS's receipt of the telephone request.
- Paper Request Form – IRS Form 4506T-EZ or IRS Form 4506-T. The transcript is generally received within 10 business days from the IRS's receipt of the paper request form.

The IRS offers the following **transcript types** at no charge:

- **Verification of Non-Filing Letter (VONF)** is required of parents who did not file and were not required to file a 2022 federal tax return. This transcript is available using Get Transcript Online or Form 4506-T.
- **Wage and Income Transcript** shows data from the W2, 1099, 1098 and Form 5498, IRA Contribution Information. This transcript can be submitted instead of W2s and is available using Get Transcript Online or Form 4506-T.

## **INSTRUCTIONS FOR SPECIAL SITUATIONS**

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**Amended Returns:** Tax filers who filed a 2022 amended tax return must submit a signed copy of Form 1040-X Amended U.S. Income Tax Return **AND** a signed copy of the 2022 federal tax return and schedule(s) or a Tax Return Transcript.

#### **Parent Marital Status has changed since Tax Year 2022:**

- If your parental marital status has changed to married since the 2022 tax filing year you must submit a tax return transcript obtained from the IRS or a signed copy of the 2022 federal tax return with applicable schedule(s) **AND** copies of all 2022 W2s for both you and your spouse even though you were not married in 2022. A Verification of Non-Filing Letter, W2s (if either/both worked), and page 1 of this form must be submitted for either student or spouse who did not file a 2022 federal return.
- If parent marital status has changed to separated or divorced since the 2022 tax filing year and the 2022 return was filed as Married Filing Jointly, all W2 forms for both taxpayers on the tax return must be provided to the financial aid office, along with the signed tax return or tax return transcript, so income can be separated appropriately.

**Victim of IRS Identity Theft:** A victim of IRS identity theft who is not able to obtain a 2022 IRS Tax Return Transcript will need to contact the IRS at 1-800-908-4490 to receive a printout of the tax return transcript by mail. Submit this printout along with a signed statement indicating that you were a victim of IRS tax-related Identity theft and that the IRS has been made aware of the tax-related identity theft to the financial aid office.

**Non-IRS Income Tax Returns:** An individual who filed a 2022 non-IRS income tax return with a foreign tax authority must provide a signed copy of the 2022 tax return from the relevant tax authority.