

**2023-2024 Parent Non-Filer Worksheet**

To be completed when a parent is required to submit verification documents for financial aid purposes but was not required to file a 2021 federal income tax return. TAX RETURN NONFILERS – Complete this work sheet if the student's parent(s) will not file and **is not required** to file a 2021 income tax return with the IRS.

IMPORTANT NOTE: The parent(s) must **also complete** and return a 2023-2024 Parent Non-Filer Form **AND** obtain an IRS Verification of Non-filing Letter by going to www.irs.gov.

Student's Name: _____ Last 4 digits of student SSN _____

Parent Name/s _____ Student's Immaculata ID (if known) _____

Check the box that applies and complete the appropriate section:

- ☐ The parent(s) was not employed and had NO income at all earned from work in 2021.

OR

- ☐ The parent(s) was employed in 2021 and has listed below the names of all the parent's employers, the amount earned from employer in 2021, and whether an IRS W-2 form is attached. Attach copies of all 2021 IRS W-2 forms issued to the parent(s) by employer(s). *List every employer even if they did not issue and IRS W-2 form. If more space is needed, attach a separate page with the student's name and Social Security Number at the top.*

Employer's Name	2021 Amount Earned	IRS W-2 Attached?

Additional Information:

My/Our total income (taxable and non-taxable) for 2021 (01/01/21 – 12/31/21) was \$ _____.

Income earned from work by the father was \$ _____, and by the mother was \$ _____.

Other income, such as child support, social security, pensions, dividends, Aid to Families with Dependent Children (AFDC), etc. *If more space is needed, attach a separate page with your name and Social Security Number at the top.*

Type of Income	Total Amount for 2021 (01/01/21-12/31/21)

Certification and Signatures: Each person signing this Non-Filer Worksheet certifies that all the information reported on it is complete and correct.

Father's Signature

Date

Mother's Signature

Date

Submit this worksheet to: Immaculata University, Office of Financial Aid, 1145 King Road, Lillian P. Lettiere Center 219, Immaculata, PA 19345; Email: Finaid@immaculata.edu Fax: 484 395 0068.