

STAX

## Student Non-Tax Filer Form 2017-2018

### Purpose of Form

Generally, the Student Non-Tax Filer Form is requested to confirm gross earnings that a student or spouse may have received in 2015 even though the student or spouse may not have filed a tax return. This form may also be requested if the student or spouse was erroneously reported to be a tax filer on the Free Application for Federal Student Aid (FAFSA) and/or the CSS PROFILE.

### General Instructions

If you or your spouse is required to file a U.S. federal income tax return for 2015, you should not submit the Student Non-Tax Filer Form. Instead, you should submit a signed copy of your U.S. federal income tax return.

If you or your spouse is required to file a foreign income tax return for 2015, you should not submit the Student Non-Tax Filer Form. Instead, you should submit a signed copy of your foreign income tax return, translated into English with the currency notated.

If you and/or your spouse were not employed and had no income earned from work in 2015, check the applicable box(es) to indicate this.

To complete this form, list each source of income received by you or your spouse in 2015. Examples of income include earnings from work, social security benefits, disability benefits, child support, retirement and/or pension distributions. Income received from U.S. and foreign sources should be reported. Please report the gross amount received from each employer for all of 2015 in the second column. **For each employer who issued you a W-2 in 2015, please write "Yes" in the third column and attach a copy of the W-2 form.** For each employer who did not issue you a W-2 in 2015, please write "No" in the third column.

You should list every employer even if they did not issue an IRS W-2 form. Attach additional pages if necessary.

W-2 forms for students who were employed by the University of Virginia in 2015, including work-study students, are available in the University's Employee Self Service.

<http://www.hr.virginia.edu/other-hr-services/payroll-information/sstl-information/>

Forms received without the appropriate signature(s) or with missing information or missing pages are considered incomplete and must be resubmitted. This will delay the evaluation of your financial aid eligibility and the awarding of your financial aid.

**STAX**

**Student Non-Tax Filer Form**

**2017-2018**

Student's University ID:     -     or SIS ID:

Student's Full Name: \_\_\_\_\_  
(LEGAL NAME - PRINT) first middle last

**This form should only be completed by a student and/or spouse who did not file and is not required to file a U. S. federal income tax return or foreign income tax return for 2015.**

**STUDENT**

Check this box if you (the student) were not employed and had no income earned from work in 2015.

Employer's Name	Gross Earnings in 2015	IRS W-2 Issued? Write Yes or No

**For each employer who issued a W-2, you must attach a copy of the form.**

**SPOUSE NAME:** \_\_\_\_\_  
(LEGAL NAME - PRINT) first middle last

Check this box if you (the student's spouse) were not employed and had no income earned from work in 2015.

Employer's Name	Gross Earnings in 2015	IRS W-2 Issued? Write Yes or No

**For each employer who issued a W-2, you must attach a copy of the form.**

**CERTIFICATION STATEMENT:** I certify that I have not filed and am not required to file a 2015 U. S. federal income tax return or a 2015 foreign tax return. I also certify that all the information reported to qualify for federal aid is complete and correct to my knowledge. If additional documentation is required, I will submit those documents in a timely manner. I understand that if I purposely give false or misleading information, I may be fined, sentenced to jail, or both and my financial aid may be terminated.

STUDENT SIGNATURE \_\_\_\_\_ Date \_\_\_\_\_

SPOUSE SIGNATURE \_\_\_\_\_ Date \_\_\_\_\_  
(If student is married)