

COE COLLEGE 2021-2022

Certification of "Parent(s)" Non-Tax Filer Status

You are receiving this form because you indicated on your FAFSA that your Parent(s) will not file a 2019 IRS Income Tax Return. Your Parent(s) should ONLY complete this form if, based on IRS guidelines, **your Parent(s) is not required to file and will not file** a 2019 IRS Income Tax Return. This applies to each parent included in the household.

Student's Last Name _____ Student's First Name _____ Student's ID # (if known) _____

Parent(s) Full Name(s): _____
Parent 1 Parent 2

Check the box that applies:

- Neither parent was employed, nor either had income earned from work in 2019.
- One or both parents were employed in 2019 and has listed below the names of all the parent's employers, the amount earned from each employer in 2019, and whether an IRS W-2 form is attached. **You are required to attach copies of all 2019 IRS W-2 forms issued to the parent(s) by employer(s). List every employer even if they did not issue an IRS W-2 form. If more space is needed, attach a separate page with your name and Coe ID number at the top.**

Provide documentation from the IRS dated on or after October 1, 2019 that indicates a 2019 IRS income tax return was not filed with the IRS.

- Check here if your IRS confirmation of Non-Tax Filer is attached
- Check here if you give our office permission to request the Non-Tax Filer [Must fill out form on the backside].

Please note that the IRS will mail the requested information back to you. Then you in return must mail or fax the information to our office. Please include the students name on the document.

Employer's Name	IRS W-2 or an Equivalent Document Provided?	Annual Amount Earned in 2019
<i>Suzy's Auto Body Shop</i> (example)	Yes/ No	<i>\$2,000.00</i> (example)
Total Amount of Income Earned From Work		\$

If you indicated that a W-2 was not issued, please provide a brief explanation why (i.e. cash income and/or Form 1099R was issued).

List the amount and sources of any unearned income, such as social security, disability, public assistance:

I certify that the 2019 income information I provided above is true, correct and complete and that I have NOT filed and WILL NOT file a 2019 IRS Income Tax Return, nor am I required to file a 2019 IRS Income Tax Return.

Parent(s) Certification and Signatures

Each person signing below certifies that all of the information reported is complete and correct. At least one parent whose information was reported on the FAFSA must sign and date.

WARNING: If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.

Parent 1's Signature _____

_____ Date

Parent 2's Signature _____

_____ Date

Return this form and your tax documents by mail, fax or upload

Mail: Coe College Office of Student Financial Services, 1220 First Ave NE, Cedar Rapids, IA 52402

Fax Number: 319.399.8886

Upload Portal: [my.coe >student tab>financial document upload](#)Please (available to enrolled students)

Request for Transcript of Tax Return

OMB No. 1545-1872

- ▶ Do not sign this form unless all applicable lines have been completed.
- ▶ Request may be rejected if the form is incomplete or illegible.
- ▶ For more information about Form 4506-T, visit www.irs.gov/form4506t.

Tip. Use Form 4506-T to order a transcript or other return information free of charge. See the product list below. You can quickly request transcripts by using our automated self-help service tools. Please visit us at IRS.gov and click on "Get a Tax Transcript..." under "Tools" or call 1-800-908-9946. If you need a copy of your return, use **Form 4506, Request for Copy of Tax Return**. There is a fee to get a copy of your return.

1a Name shown on tax return. If a joint return, enter the name shown first.	1b First social security number on tax return, individual taxpayer identification number, or employer identification number (see instructions)
2a If a joint return, enter spouse's name shown on tax return.	2b Second social security number or individual taxpayer identification number if joint tax return
3 Current name, address (including apt., room, or suite no.), city, state, and ZIP code (see instructions)	
4 Previous address shown on the last return filed if different from line 3 (see instructions)	
5 Customer file number (if applicable) (see instructions)	

Note: Effective July 2019, the IRS will mail tax transcript requests only to your address of record. See **What's New** under **Future Developments** on Page 2 for additional information.

6 Transcript requested. Enter the tax form number here (1040, 1065, 1120, etc.) and check the appropriate box below. Enter only one tax form number per request. ▶ _____

a Return Transcript, which includes most of the line items of a tax return as filed with the IRS. A tax return transcript does not reflect changes made to the account after the return is processed. Transcripts are only available for the following returns: Form 1040 series, Form 1065, Form 1120, Form 1120-A, Form 1120-H, Form 1120-L, and Form 1120S. Return transcripts are available for the current year and returns processed during the prior 3 processing years. Most requests will be processed within 10 business days

b Account Transcript, which contains information on the financial status of the account, such as payments made on the account, penalty assessments, and adjustments made by you or the IRS after the return was filed. Return information is limited to items such as tax liability and estimated tax payments. Account transcripts are available for most returns. Most requests will be processed within 10 business days

c Record of Account, which provides the most detailed information as it is a combination of the Return Transcript and the Account Transcript. Available for current year and 3 prior tax years. Most requests will be processed within 10 business days

7 Verification of Nonfiling, which is proof from the IRS that you **did not** file a return for the year. Current year requests are only available after June 15th. There are no availability restrictions on prior year requests. Most requests will be processed within 10 business days

8 Form W-2, Form 1099 series, Form 1098 series, or Form 5498 series transcript. The IRS can provide a transcript that includes data from these information returns. State or local information is not included with the Form W-2 information. The IRS may be able to provide this transcript information for up to 10 years. Information for the current year is generally not available until the year after it is filed with the IRS. For example, W-2 information for 2016, filed in 2017, will likely not be available from the IRS until 2018. If you need W-2 information for retirement purposes, you should contact the Social Security Administration at 1-800-772-1213. Most requests will be processed within 10 business days

Caution: If you need a copy of Form W-2 or Form 1099, you should first contact the payer. To get a copy of the Form W-2 or Form 1099 filed with your return, you must use Form 4506 and request a copy of your return, which includes all attachments.

9 Year or period requested. Enter the ending date of the year or period, using the mm/dd/yyyy format. If you are requesting more than four years or periods, you must attach another Form 4506-T. For requests relating to quarterly tax returns, such as Form 941, you must enter each quarter or tax period separately.

____ / ____ / ____ | ____ / ____ / ____ | ____ / ____ / ____ | ____ / ____ / ____

Caution: Do not sign this form unless all applicable lines have been completed.

Signature of taxpayer(s). I declare that I am either the taxpayer whose name is shown on line 1a or 2a, or a person authorized to obtain the tax information requested. If the request applies to a joint return, at least one spouse must sign. If signed by a corporate officer, 1 percent or more shareholder, partner, managing member, guardian, tax matters partner, executor, receiver, administrator, trustee, or party other than the taxpayer, I certify that I have the authority to execute Form 4506-T on behalf of the taxpayer. **Note:** This form must be received by IRS within 120 days of the signature date.

Signatory attests that he/she has read the attestation clause and upon so reading declares that he/she has the authority to sign the Form 4506-T. See instructions.

Phone number of taxpayer on line 1a or 2a

Sign Here

▶ _____
Signature (see instructions) Date

▶ _____
Title (if line 1a above is a corporation, partnership, estate, or trust)

▶ _____
Spouse's signature Date