



## Income Verification

Complete this section if you and/or your parents filed a 2021 income tax return with the IRS.

As part of verification, the Financial Aid Office is required to collect your official tax data, either through the FAFSA IRS Data Retrieval Tool (DRT) or via an IRS Tax Return Transcript. A copy of your Tax Return (1040, 1040A, or 1040EZ) is **not** acceptable for verification purposes. You must complete one of the steps outlined in the chart below.

**Please complete the following:**

Student	Parent(s)
<input type="checkbox"/> I have successfully used the FAFSA's IRS Data Retrieval Tool to load and submit my income information onto the FAFSA.	<input type="checkbox"/> I have successfully used the FAFSA's IRS Data Retrieval Tool to load and submit my (and my spouse's if applicable) income information onto the FAFSA.
<input type="checkbox"/> I have not yet, but will use the FAFSA's DRT to transfer my income information onto the FAFSA ( <i>please note verification cannot be completed until this information is received</i> )	<input type="checkbox"/> I have not yet, but will use the FAFSA's DRT to transfer my (and my spouse's if applicable) income information onto the FAFSA ( <i>please note verification cannot be completed until this information is received</i> )
<input type="checkbox"/> I am unable or chose not to use the FAFSA's Data Retrieval Tool to transfer my income information. I have attached a copy of my 2021 <b>signed</b> Tax Return here. (If you have not retained a copy of your 2021 tax return, you can request a copy of your 2021 <b>Tax Return Transcript</b> to be mailed to you ( <i>instructions below</i> )).	<input type="checkbox"/> I am/we are unable or chose not to use the FAFSA's Data Retrieval Tool to transfer my/our income information. I/we have attached a copy of my/our 2021 <b>signed</b> Tax Return here. (If you have not retained a copy of your 2021 tax return, you can request a copy of your 2021 <b>Tax Return Transcript</b> to be mailed to you <i>instructions below</i> ).
<input type="checkbox"/> I filed an Amended Income Tax Return, I was a victim of IRS Identity Theft, or I filed a Non-IRS Income Tax Return. I will contact the Financial Aid Office for detailed instructions on how to complete verification.	<input type="checkbox"/> I filed an Amended Income Tax Return, I was a victim of IRS Identity Theft, or I filed a Non-IRS Income Tax Return. I will contact the Financial Aid Office for detailed instructions on how to complete verification.
<input type="checkbox"/> I did not and am not required to file a 2021 Federal Tax Return <b>and will complete Sections D and E below.</b>	<input type="checkbox"/> I/we did not and am/are not required to file a 2021 Federal Tax Return <b>and will complete sections D and E below.</b>

- The best way to verify income is by using the IRS Data Retrieval Tool (DRT) on the FAFSA. If you or your parent(s) have not already used the tool, go to [FAFSA.gov](https://fafsa.gov), log in to the 2023-2024 FAFSA record, select "Make FAFSA Corrections," and navigate to the Financial Information section of the form. From there, follow the instructions to determine if you are eligible to use the IRS DRT to transfer 2021 IRS tax information into the FAFSA. After uploading tax data, **please be sure to submit the FAFSA.**
- To obtain a 2021 Federal Tax Return Transcript from the IRS, go to [www.irs.gov](https://www.irs.gov) and click on the "Get Your Tax Record" link, or call **1-800-908-9946**. Make certain to request the "IRS Tax **Return** Transcript" and not the "IRS tax *account* transcript." It takes up to 2 weeks for IRS income information to be available for electronic IRS tax filers, and up to 8 weeks for paper tax return filers.

**Tax Return Non Filers** Complete this section if you, the student and/or your parent(s) will not file and are not required to file a 2021 income tax return with the IRS, but earned income from work in 2021. More information about who is required to file can be found at [www.irs.gov](http://www.irs.gov). If you are required to file a return, but have not, you must file your return in order to be considered for Federal Student Aid. **You may skip this section if you and your parent both completed section C above.**

- In the following table, please list all earnings from work during 2021 **and attach a 2021 W2 or 1099-MISC for each line item.** Your application cannot be considered complete until all earnings from work can be verified with a W2 or 1099-MISC.

Source of Income from Work in 2021	Student	Parent(s)	IRS W-2 or 1099 Attached?
	\$	\$	
	\$	\$	
	\$	\$	
	\$	\$	
	\$	\$	
	\$	\$	
	\$	\$	
Total Income from Work in 2021	\$	\$	—

- If you or your parent(s) did not retain copies of your respective 2021 W-2(s), you can each obtain a 2021 Wage and Income Transcript from the IRS. Call **1-800-908-9946** or go to [www.irs.gov](http://www.irs.gov). There, click on the “Get Your Tax Record” link. Follow the on-screen instructions to log in or to create an IRS account. Once your account is created, make certain to request the **2021 “Wage and Income Transcript,”** and submit this to the Financial Aid Office.
- For both parent and student non-tax filer, provide documentation from the IRS or other relevant tax authority dated on or after October 1, 2021 that indicates a 2021 IRS income tax return was not filed with the IRS or other relevant tax authority. To obtain confirmation of non-filing, go to [www.irs.gov](http://www.irs.gov) and click on the “Get Tax Record” link. Make certain to request the “Verification of Non-filing Letter”. Alternatively, a confirmation of non-filing can be obtained from the IRS using Form 4506-T and checking box 7. If appropriate, a similar confirmation from another taxing authority (e.g., a U.S. territory or a foreign government) is also acceptable.

Check here if confirmation of non-filing is provided.

Check here if confirmation of non-filing will be provided later.

**Verification of Other Untaxed Income** Complete this section for you and your parent(s). **Please indicate “zero” or “N/A” if not applicable. DO NOT LEAVE ANY SECTION BLANK.**

- If you and your parent(s) did not have any source of income from work in 2021, please attach a statement describing how your family met its living expenses in 2021.
- Payments to tax-deferred pension and retirement savings** List any payment (direct or withheld from earnings) to tax deferred pension and retirement savings plans (e.g., 401(k) or 403(b) plans), including, but not limited to, amounts reported on W-2 forms in Boxes 12a through 12d codes D, E, F, G, H, and S.

Name of Person (Student or Parent) Who Made the Payment	Total Amount Paid in 2021
	\$
	\$
	\$
	\$
	\$
	\$
	\$
Total Payments to Tax-deferred Pension and Retirement Savings	\$



# ANTIOCH UNIVERSITY

## Identity and Statement of Educational Purpose (To Be Signed in the Presence of a Notary)

If you (the student) are unable to appear in person at Antioch University to verify your identity, you **must** provide to the institution:

(a) A copy of the unexpired valid government-issued photo identification (ID) that is acknowledged in the notary statement below, or that is presented to a notary, such as, but not limited to, a driver's license, other state-issued ID, or passport; and

(b) The original Statement of Educational Purpose provided below, which must be notarized. If the notary statement appears on a separate page than the Statement of Educational Purpose, there must be a clear indication that the Statement of Educational Purpose was the document notarized.

### Statement of Educational Purpose

I certify that I \_\_\_\_\_ am the individual  
(Print Student's Name)

signing this Statement of Educational Purpose, and that the federal student financial assistance I may receive, will only be used for educational purposes, and to pay the cost of attending Antioch University for 2023-24.

\_\_\_\_\_  
(Student's Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Student's ID Number)

### Notary's Certificate of Acknowledgment

State of \_\_\_\_\_ City/County of \_\_\_\_\_ On \_\_\_\_\_  
(Date)

before me, \_\_\_\_\_ personally appeared, \_\_\_\_\_,  
(Notary's Name) (Printed Name of Signer)

and provided to me on basis of satisfactory evidence of identification \_\_\_\_\_  
(Type of Government -issued Photo ID Provided)

to be the above-named person who signed the foregoing instrument.

**WITNESS my hand and official seal** \_\_\_\_\_  
(seal) (Notary Signature)

My commission expires on \_\_\_\_\_.  
(Date)