



## 2023-2024 Unable to Obtain Verification of Non-filing Letter from IRS

Individuals who did not file and were not required to file a 2021 income tax return are required to provide a **Verification of Non-filing Letter** from the IRS. This letter confirms an income tax return was not filed in 2021. If a nontax filer attempted and was not able to obtain the **Verification of Non-filing Letter** from the IRS, the nontax filer may provide the signed statement below.

**Submit the completed and signed worksheet to the Financial Aid office. If incomplete, the form will be returned for corrections, which may delay processing time.**

<i>Student Last Name</i>	<i>Student First Name</i>	<i>CBU ID</i>
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**Reasons to submit this form:**

- I have attempted to obtain a Verification of Non-Filing Letter from the IRS.
- I have not filed within the last 4 tax years and cannot obtain a letter from the IRS.
- I do not have a SSN or ITIN.

**Please check all that apply:**

- I (**Student**) have not and am not required to file a 2021 Income Tax Return with the IRS and certify that one of the conditions above apply.
- I (**Spouse**) have not and are not required to file a 2021 Income Tax Return with the IRS and certify that one of the conditions above apply.
- I (**Parent 1**) have not and are not required to file a 2021 Income Tax Return with the IRS and certify that one of the conditions above apply.
- I (**Parent 2**) have not and are not required to file a 2021 Income Tax Return with the IRS and certify that one of the conditions above apply.

Each person signing this form certifies that all the information reported on it is complete and accurate.

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

<b>Student Signature</b>	<b>Date</b>
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<b>Parent 1 or Spouse [Print]</b>	<b>Signature</b>	<b>Date</b>
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<b>Parent 2 [Print]</b>	<b>Signature</b>	<b>Date</b>
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Submit the completed and signed worksheet to the Financial Aid Office, 8432 Magnolia Ave, Riverside, CA 92504 or scan documents to [finaid@calbaptist.edu](mailto:finaid@calbaptist.edu)