



Stevenson University Financial Aid Office  
 100 Campus Circle  
 Owings Mills, MD 21117  
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 Email: [financial-aid@stevenson.edu](mailto:financial-aid@stevenson.edu)

## 2023-2024 INDEPENDENT Student Non-Tax Filer Statement

The information requested on this form is needed to process your financial aid application for the 2023-2024 school year. Complete this form and return it to the Financial Aid Office so your application can be processed.

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The instructions and certifications below apply to the student and spouse, if the student is married . Complete this section if the student and spouse will not file and are not required to file a 2021 income tax return with the IRS. Check the box that applies:

The student and spouse (if married) were not employed and had no income earned from work in 2021.

The student and/or spouse were employed in 2021, will not file a tax return and have listed below the names of all employers, the amount earned from each employer in 2021, and whether an IRS W-2 form is provided. (Provide copies of all 2021 IRS W-2 forms issued to the student and/or spouse by their employers). List every employer even if they did not (stu48 (dS a)4.111 (if ) Td (employer )Tj 0 Tw56j 0003 )Tj Tj 0.050s8 Tw 2.0s8 T.2017.76.32 A2l88o.. 0 Td (spouse )Tj 0.054 Tw 30.517 0



## Student/Spouse Requesting an IRS Verification of Nonfiling Letter

An IRS Verification of Nonfiling Letter provides proof that the IRS has no record of a filed Form 1040, 1040A or 1040EZ for the year you requested. Non-tax filers can request an IRS Verification of Nonfiling of their 2021 tax return status, free of charge from the IRS by following the steps below:

Paper Request Form IRS Form 4506T

Download IRS Form 4506T at <https://www.irs.gov/pub/irs-pdf/f4506t.pdf>

- x Complete lines 1-4 with the non-filers information, following the instructions on page 2 of the form.
- x Line 5: Leave this section blank unless you have a Customer File Number.
- x Line 6: Leave this section blank.
- x Line 7: Select the checkbox on the right side for Verification of Nonfiling.
- x Line 8: Leave this section blank.
- x Line 9: Year or period requested field, enter "12/31/2020"
- x The non-filer must sign and date the form and enter their telephone number. Only one signature is required when requesting a joint IRS Verification of Nonfiling Letter.
- x Be sure to review and check the box above the signature section.
- x Mail or fax the completed IRS Form 4506T to the address (or FAX number) provided on page 2 of Form 4506T. If the 4506T information is successfully validated, you can expect to receive a paper IRS Verification of Nonfiling Letter at the address provided