



# HARVARD EXTENSION SCHOOL

Student Financial Services • 51 Brattle Street • Cambridge, Massachusetts 02138-3722 • (617) 495-4293 • (617) 495-2921 fax • sfs@dcemail.harvard.edu

## 2016–17 Non-Filing Income Statement: Parent

Your 2016–17 Free Application for Federal Student Aid (FAFSA) has been selected by the US Department of Education for review in a process called Verification. We are therefore required to confirm certain information you reported on the FAFSA. We will compare your FAFSA with the information you provide below. If there are differences, we will update your FAFSA accordingly. We may ask for additional information. If you have questions about the Verification process please don't hesitate to contact our office.

### Verification

You indicated on the FAFSA that one or both of your parents did not file a 2015 federal tax return.

#### A. Student Information *(for institutional identification purposes)*

| STUDENT LEGAL NAME (exactly as printed on your government-issued photo ID) |                     |                |
|--|---------------------|----------------|
| Last/Family/Sur name(s)  | First/Given name(s) | Middle name(s) |

| DCE ID NUMBER (if known)                         | SOCIAL SECURITY NUMBER | DATE OF BIRTH example: JAN 01 1994 |
|--|------------------------|------------------------------------|
| @  |                        |                                    |
| <i>See extension.harvard.edu/login if unsure</i> |                        | Month (MMM) Day (DD) Year (YYYY)   |

#### B. Parent Income Information

Check the box that applies:

- The parent was not employed and had no income earned from work in 2015.
- The parent was employed in 2015 and has listed below the names of all the parent's employers, and the amount earned from each employer in 2015. Attach copies of all 2015 IRS W-2 form(s) and/or 1099 form(s) issued to the parent by employers. *List every employer even if they did not issue an IRS W-2 form or 1099 form. If more space is needed, attach a separate page with the student's name and Social Security Number or DCE ID number at the top. Note: We may require you to provide documentation from the IRS that indicates a 2015 IRS income tax return was not filed with the IRS.*

| EMPLOYER'S NAME                         | 2015 AMOUNT EARNED           | IRS W-2 OR 1099 ATTACHED? |
|---|------------------------------|---------------------------|
| <i>(Example: Suzy's Auto Body Shop)</i> | <i>(Example: \$2,000.00)</i> | <i>(Example: Yes)</i>     |
|   |                              |                           |
|   |                              |                           |
|   |                              |                           |
|   |                              |                           |

#### C. Certification

By signing this form, I certify that I did not and am not required to file a 2015 US federal tax return. In addition, I certify that all of the information reported on this form is complete and correct.

Parent/Guardian's name(s) *(please print)* \_\_\_\_\_

Parent/Guardian's signature(s) \_\_\_\_\_ Date \_\_\_\_\_

#### Return completed form to:

Student Financial Services Office, Harvard Extension School, 51 Brattle Street, Cambridge, MA 02138-3722

or fax it to:  
(617) 495-2921