

D. PARENT TAX/INCOME INFORMATION: (if parent income was required on FAFSA, if not, skip to F.)

Check one:

- Parent(s) filed a 2021 Federal Income Tax return and used the IRS Data Retrieval tool when completing the FAFSA.
- Parent(s) filed a 2021 Federal Income Tax Return and has/is submitting a copy of 2021 Federal Tax Return Transcript or signed copy of the 2021 Federal Tax Return, including schedules.
- Parent(s) was not employed and had no income from work in 2021. You **must** provide a Verification of Non-filing Letter from the IRS.
- Parent(s) was employed in 2021 and did not file taxes and was not required to file a tax return. Please complete table below. You are required to attach copies of all 2021 IRS W-2 forms issued to the student/spouse if not filing a federal tax return. List every employer even if they did not issue an IRS W-2 form. You **must** provide a Verification of Non-filing Letter from the IRS.

Employer's Name	2021 Amount Earned	Was IRS W-2 Issued?	Is IRS W-2 Attached?

E. Additional Information

Both the student and the parent are required to submit 2020 Federal tax information. (Note: if the student or parent filed an amended tax return, please contact our office for guidance.)

IRS Data Tool – Directly import 2021 IRS data into your FAFSA: Log into fafsa.org, select Make Correction. Choose 2023-24 FAFSA. Click on Financial Information tab. Select Already Completed from drop down box. Enter Parent FSA ID and click on Link to IRS. Continue to IRS.gov site. Enter info as requested and submit. Click on box under “Transfer My Tax Information into the FAFSA.” Then click Transfer Now. Transferred data will be encrypted. Remember to electronically sign and submit the FASA again.

IRS Tax Return Transcript – Submit your 2021 Tax Return Transcript. Go to irs.gov. Click on “Get Your Tax Record,” then click “Get Transcript Online” or “Get Transcript by Mail.” Create an account. Select Tax Return Transcript for 2021. Submit transcript to our office. If this is a parent transcript, be sure and write the student’s name and id number on the transcript!

Signed copy of 2021 1040 federal tax return – Please sign and return a copy along with all schedules.

If you did not file a 2021 federal tax return – Parents are **required** to submit proof of non-filing from the IRS if a 2021 tax return was not filed. Follow the same instructions as transcript above. Select “Verification of Non-filing Letter” instead of tax return transcript. If you are an independent student on the FAFSA, who is not required to file a federal tax return, you **must** obtain a verification of non-filing status letter.

F. Certification and Signatures

By signing this worksheet I (we) certify that all of the information reported on it is complete and correct. I understand that purposely giving false or misleading information on this worksheet can result in a fine, jail sentence, or both.

Student’s Signature	Date
Parent’s Signature	Date

Return this form with any attachments to: APU FINANCIAL AID OFFICE, 4101 University Drive, Anchorage, AK 99508
Email: financialaid@alaskapacific.edu