



2016-2017 Parental Tax Non-Filer Form

PNF17

Please Use Black or Blue Ink

OSU Banner ID ("A" plus 8 digits)							
A							

Student Name:

You (the parent) indicated on your 2016-2017 Free Application for Federal Student Aid (FAFSA) that you will not file a 2015 Federal Income Tax Return. The OSU Office of Scholarships and Financial Aid is required by federal regulation to verify that information.

Please complete the section(s) below, following the instructions provided. **No determination of aid eligibility or disbursement of funds can be made until all requested documents are received and reviewed.**

This is a two-page form. Parent 1 information is reported on this page; Parent 2 information is reported on the next page. Complete the appropriate page(s) for the parent(s) who were listed on the student's 2016-2017.

Section I (Parent 1 as listed on the FAFSA only):

Please check **one** of the following:

- ☐ I have filed a 2015 Federal Income Tax Return and am choosing one of the following options to submit my 2015 Federal Income Tax Return information:
- Go to www.fafsa.gov and make corrections to the FAFSA using the IRS Data Retrieval Process to add your 2015 tax information. **Don't make changes to IRS data.** **OR**
 - If you are unable to use the IRS Data Retrieval Process, you can contact the IRS to request a 2015 Tax Return Transcript, and submit a legible, unaltered copy to our office. To obtain a transcript, go to the IRS website at www.irs.gov/Individuals/Get-Transcript and follow the instructions.
- (Skip to Certification/Signature Section.)**
- ☐ I will not file a 2015 Federal Income Tax Return and am not required to file a return. **(Continue to Section II.)**

Section II (Parent 1 as listed on the FAFSA only):

If you will not file a 2015 Federal Income Tax Return, and are not required to file, check the appropriate section below and provide the information requested.

- ☐ I was unemployed during the 2015 calendar year. **(Continue to Certification/Signature section.)**
- ☐ I will not file a 2015 Federal Income Tax Return, and am not required to file. You **must** list all your employer(s) and any income received, whether or not you received a W-2 **AND** provide all W-2 forms, or equivalent documents (i.e., 1099) issued by your employer(s).

Name of Employer(s)	IRS W-2 Issued?		Amount(s) Earned
	<input type="checkbox"/> Yes	<input type="checkbox"/> No	\$
	<input type="checkbox"/> Yes	<input type="checkbox"/> No	\$
	<input type="checkbox"/> Yes	<input type="checkbox"/> No	\$
	<input type="checkbox"/> Yes	<input type="checkbox"/> No	\$

Certification/Signature (Parent 1 as listed on the FAFSA only):

Certification/Signature:

Each person signing below certifies that all of the information reported is complete and correct. The student and one parent whose information was reported on the FAFSA must sign and date. **If you purposely give false or misleading information on this form, you may be fined, be sentenced to jail, or both.**

Student's Signature (electronic signature not acceptable)

Date

Parent's Signature (electronic signature not acceptable)

Date

Printed Name of Parent Who Signed Above

Street Address

City

State

Zip

This is a two-page form.

Parent 1 information is reported on this page;
Parent 2 information is reported on the next page.

2016-2017 Parental Non-Filer Form

Page 2

(This side is to be completed and signed **by Parent 2 Only**)
Please Use Black or Blue Ink

Student Name

Student OSU Banner ID

Section I (Parent 2 as listed on the FAFSA only):

Please check **one** of the following:

- ☐ I have filed a 2015 Federal Income Tax Return and am choosing one of the following options to submit my 2015 Federal Income Tax Return information:
- Go to www.fafsa.gov and make corrections to the FAFSA using the IRS Data Retrieval Process to add your 2015 tax information. **Don't make changes to IRS data.** **OR**
 - If you are unable to use the IRS Data Retrieval Process, you can contact the IRS to request a 2015 Tax Return Transcript, and submit a legible, unaltered copy to our office. To obtain a transcript, go to the IRS website at www.irs.gov/Individuals/Get-Transcript and follow the instructions.
- (Skip to **Certification/Signature Section.**)
- ☐ I will not file a 2015 Federal Income Tax Return and am not required to file a return. **(Continue to Section II.)**

Section II (Parent 2 as listed on the FAFSA only):

If you will not file a 2015 Federal Income Tax Return, and are not required to file, check the appropriate section below and provide the information requested.

☐ I was unemployed during the 2015 calendar year. **(Continue to Certification/Signature section.)**

☐ I will not file a 2015 Federal Income Tax Return, and am not required to file. You **must** list all your employer(s) and any income received, whether or not you received a W-2 **AND** provide all W-2 forms, or equivalent documents (i.e., 1099) issued by your employer(s).

Name of Employer(s)	IRS W-2 Issued?		Amount(s) Earned
	<input type="checkbox"/> Yes	<input type="checkbox"/> No	\$
	<input type="checkbox"/> Yes	<input type="checkbox"/> No	\$
	<input type="checkbox"/> Yes	<input type="checkbox"/> No	\$
	<input type="checkbox"/> Yes	<input type="checkbox"/> No	\$

Certification/Signature (Parent 2 as listed on the FAFSA only):

Certification/Signature:

Each person signing below certifies that all of the information reported is complete and correct. The student and one parent whose information was reported on the FAFSA must sign and date. **If you purposely give false or misleading information on this form, you may be fined, be sentenced to jail, or both.**

Student's Signature (electronic signature not acceptable)

Date

Parent's Signature (electronic signature not acceptable)

Date

Printed Name of Parent Who Signed Above

Street Address

City

State

Zip

This is a two-page form.

Parent 1 information is reported on the first page;

Parent 2 information is reported on this page.

Return To:

OSU Office of Scholarships and Financial Aid

119 Student Union, Stillwater, OK 74078-5061

Email: finaid@okstate.edu

Phone: (405) 744-6604

FAX: 405) 744-6438

(If you fax this document, please don't mail it)