



OFFICE OF FINANCIAL AID & SCHOLARSHIPS

2024-2025 Student Tax Filer Status Verification

SECTION A: STUDENT INFORMATION

Name: _____ UNTD Assigned ID: _____ SSN (last 4 digits only): _____

Your application has been selected for Verification. We are required by federal law (34 CFR, Part 668) to compare the information from your Free Application for Federal Student Aid (FAFSA) with the federal tax information provided to the IRS, along with this form. You can transfer your (and, if married, your spouse's) tax return information from the IRS to your FAFSA using the **Data Retrieval Tool (DRT)** or you can submit copies of your (and, if married, your spouse's) **2022** federal income tax transcripts. Request a free **Tax Return Transcript** from the IRS online at <http://www.irs.gov>. You (and, if married, your spouse) must check the box that applies to your **2022** tax status.

SUBMITTING THIS FORM

- ✓ Use the **IRS Data Retrieval Tool** to transfer your tax return information to your FAFSA or ensure copies of the 2022 federal income **Tax Return Transcripts** are attached.
- ✓ We will update your FAFSA, if needed, based on the information provided on this form and attached tax documents.
- ✓ We cannot continue processing your financial aid until all required financial aid documents have been submitted.

All required documents must be submitted to our office **at least** two weeks before the end of the term.

SECTION B: STUDENT TAX INFORMATION

STUDENT (Check the ONE box below that applies to you).

- | | |
|---|---|
| <input type="checkbox"/> <i>I worked in 2022 and filed a 2022 IRS Income Tax return <u>and</u> used the IRS Data Retrieval Tool through FAFSA.</i> | <input type="checkbox"/> <i>I worked in 2022 and filed a 2022 IRS Income Tax return <u>and</u> have attached a copy of my 2022 IRS Income <u>Tax Return Transcript</u>.</i> |
| <input type="checkbox"/> <i>I was not required to file taxes because my earned income was below the tax filing limit <u>and</u> have attached a copy of my IRS Letter of Non-Filing and Wage Transcript (or a W-2 for each source of employment income) received for tax year 2022.</i> | <input type="checkbox"/> <i>I did not work in 2022 and was not required to file taxes <u>and</u> have attached a copy of my IRS Letter of Non-Filing. I understand that additional information and/or documentation may be requested by the financial aid office.</i> |

SECTION C: SPOUSE TAX INFORMATION (IF MARRIED)

SPOUSE (Check the ONE box below that applies to you).

- | | |
|---|---|
| <input type="checkbox"/> <i>I worked in 2022 and filed a 2022 IRS Income Tax return <u>and</u> used the IRS Data Retrieval Tool through FAFSA.</i> | <input type="checkbox"/> <i>I worked in 2022 and filed a 2022 IRS Income Tax return <u>and</u> have attached a copy of my 2022 IRS Income <u>Tax Return Transcript</u>.</i> |
| <input type="checkbox"/> <i>I was not required to file taxes because my earned income was below the tax filing limit <u>and</u> have attached a copy of my IRS Letter of Non-Filing and Wage Transcript (or a W-2 for each source of employment income) received for tax year 2022.</i> | <input type="checkbox"/> <i>I did not work in 2022 and was not required to file taxes <u>and</u> have attached a copy of my IRS Letter of Non-Filing. I understand that additional information and/or documentation may be requested by the financial aid office.</i> |

SECTION D: CERTIFICATION

I certify that all the information contained on this form is complete and correct and that there is no forgery of signature(s). I understand that I must sign and return this form for my financial aid to be processed. **Electronic signatures are not accepted.**

Student Signature	Date	Spouse Signature (if married)	Date
X_____	_____	X_____	_____

Return this completed form with any required documentation to:

Student Financial Aid & Scholarships | University of North Texas at Dallas | 7350 University Hills Blvd, Dallas, TX 75241
or fax to (972) 338-1799 or save and attach as PDF to email to verification@untdallas.edu