

**PATRICK HENRY COMMUNITY COLLEGE
FINANCIAL AID OFFICE
645 PATRIOT AVE, MARTINSVILLE VA 24112**

**PARENT(S) 2016 IRS
INCOME TAX RETURN FILING STATUS VERIFICATION**

Your student's financial aid application was selected by the U.S. Department of Education to undergo a process called verification. You indicated on your student's financial aid application that you did not or will not file a 2016 IRS Income Tax Return.

You and your spouse, if you are married, must complete this form. You and your student must sign and submit this form. The form must be submitted to the Financial Aid Office to continue the review process and determine your eligibility for federal student aid.

A. Student Information

Student's Name (Last, First, M.I.) _____

Student ID - **REQUIRED** _____

B. Parent(s) 2016 IRS Income Tax Return Filing Status

Select ONE option from the three provided below if you are the parent whose information was provided on your student's financial aid application. If you are married, or remarried, you must enter information for your spouse below.

Parent Name: _____
(First, Middle Initial, Last)

- I earned income in 2016 but did not file, nor was I required to file, an income tax return. I have listed my sources of income and amounts below. *If additional space was needed I have attached an additional sheet with the required information. My student's name and student ID has been placed at the top of the additional sheet.*

Income Source/Employer Name	Amount Earned in 2016
<i>Example: Dan's Autobody</i>	<i>\$2500.00</i>

- I have been granted a 2016 income tax filing extension. As required:
- I have attached a copy of the extension granted by the U.S. Internal Revenue Service (IRS);
 - I have attached a copy of a completed IRS Form 4868;
 - I have listed my sources of income in the box below; and
 - If I am self-employed, I have attached a signed statement estimating my 2016 AGI and taxes paid.

If additional space was needed I have attached an additional sheet with the required information. My student's name and student ID has been placed at the top of the additional sheet.

Income Source/Employer Name	Amount Earned in 2016
<i>Example: Dan's Autobody</i>	<i>\$2500.00</i>

- I was not employed in 2016 and earned no income from work.

Spouse Name (if Parent is married): _____
 (First, Middle Initial, Last)

- I earned income in 2016 but did not file, nor was I required to file, an income tax return. I have listed my sources of income and amounts below. *If additional space was needed I have attached an additional sheet with the required information. My student's name and student ID has been placed at the top of the additional sheet.*

Income Source/Employer Name	Amount Earned in 2016
<i>Example: Dan's Autobody</i>	<i>\$2500.00</i>

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Income Source/Employer Name	Amount Earned in 2016
<i>Example: Dan's Autobody</i>	<i>\$2500.00</i>

- I was not employed in 2016 and earned no income from work.

C. Certification and Signatures

Each person signing below certifies that all the information reported on this worksheet is complete, correct, and any additional information is attached. The student and one parent **MUST** sign and date this section.

WARNING: If you purposely give false or misleading information on this worksheet you may be fined, sentenced to jail, or both.

 Student's Signature

 Date

 Parent Signature

 Date

- The Department of Education requires that an IRS letter of non-filing be provided. If you have attempted to obtain a Letter of Non-Filing from the IRS for the 2016 tax year but was unsuccessful due to the government shut-down, confirm by signing below.

 Parent Signature