



Office of Student Financial Services
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2025-2026 Student/Spouse Non-Tax Filer Verification

Your application for federal financial aid has been selected for review in a process called *verification*. Verification is the process used by the U.S. Department of Education to confirm that the data reported on your FAFSA form is accurate. Please review our website at www.xavier.edu/verification to learn more about this federal requirement. Financial aid offers for current/returning students will not be generated until verification is finalized. **Federal aid will not be disbursed for students who have not completed verification.** Please provide the required verification documents by June 15.

Complete this form only if you (and/or your spouse, if married) did not file and **are not required to file** a 2023 income tax return (i.e., a 2023 IRS Form 1040 or 1040-NR, a tax return filed with Puerto Rico or another U.S. territory, or a foreign income tax return). If you filed a 2023 tax return or you are required to file but have not filed yet, please contact our office for assistance.

Student's Last Name First Name M.I. Xavier ID Number

1. Check the appropriate box (or boxes) below:

- ☐ The student did not file and is not required file a 2023 income tax return **and** had no income from work in 2023.
- ☐ The student was employed in 2023 but did not file and is not required to file a 2023 income tax return.
- ☐ The student's spouse did not file and is not required file a 2023 income tax return **and** had no income from work in 2023.
- ☐ The student's spouse was employed in 2023 but did not file and is not required to file a 2023 income tax return.
- ☐ The student's spouse does not have a Social Security Number (SSN), Individual Taxpayer Identification Number (ITIN) or Employer Identification Number (EIN).

2. List below **all** sources of earnings, resources, and other income that supported the non-tax filer student and/or spouse in 2023.
3. Provide a copy of IRS Form W-2 or an equivalent document for each source of 2023 employment income. List each of the non-tax filer's employers even if a W-2 form was not issued.
4. Independent students only: If you and/or your spouse would file a tax return with a relevant authority **other than the IRS** dated on or after October 1, 2023, you must provide a verification of non-filing from the foreign or other tax authority. Dependent students are not required to submit a verification of non-filing.

Source of Income	Total Amount Earned/Received in 2023
(Example) ABC's Auto Body Shop	\$4,350

Certification

By signing this form, you certify that all the information reported on this worksheet is complete and correct. **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

This form must be signed. We cannot accept typed or electronic signatures.