

D. Tax Filing Status and Income Information

STUDENT:		SPOUSE (if married):	
1) Check one of the following		2) Check one of the following	
<input type="checkbox"/>	I filed a 2018 Federal Tax Return and used the Data Retrieval Tool (DRT)	<input type="checkbox"/>	My spouse filed a 2018 Federal Tax Return and used the Data Retrieval Tool (DRT)
<input type="checkbox"/>	I filed a 2018 Federal Tax Return and DID NOT use the DRT *	<input type="checkbox"/>	My spouse filed a 2018 Federal Tax Return and DID NOT use the DRT *
<input type="checkbox"/>	I was not employed and had no earned income in 2018 and did not file a 2018 Federal Tax Return.**	<input type="checkbox"/>	My spouse was not employed and had no earned income in 2018 and did not file a 2018 Federal Tax Return.**
<input type="checkbox"/>	I did not file a 2018 Federal Tax Return but did work and/or have earned income and have included W-2(s) and listed income below. ** Income: \$ _____	<input type="checkbox"/>	My spouse did not file a 2018 Federal Tax Return but did work and/or have earned income and have included W-2(s) and listed income below. ** Income: \$ _____

***All tax filers must submit a 2018 Federal Tax Return Transcript or use the IRS Data Retrieval Tool within the FAFSA.**

The easiest way is going online and filling out the electronic form at www.irs.gov under 'Tools' select/click 'Get a Tax Transcript' then under item '3' select the electronic form. Or telephone 1-800-908-9946, this may take longer.

****Student/Spouse that didn't file a 2018 federal tax return must submit a Verification of Non-Filing Letter from the IRS.**

The easiest way is going online and filling out the electronic form at www.irs.gov under 'Tools' select/click 'Get a Tax Transcript' then select to 'Get transcript online'. You can also complete the Form 4506-T and send it in to the IRS to request this.

E. Certification and Signatures

By signing this form, I affirm that all information on this form and any attachments are complete and accurate to the best of my knowledge. If requested, I agree to provide documentation to support the information I have provided on this form. I understand that if I purposely give false or misleading information on this worksheet it may be cause for denial, reduction, withdrawal, and/or repayment of financial aid, and I may be subject to a fine, imprisonment or both, under provisions of the United States Criminal Code.

Student Signature

Date

Spouses Signature (if applicable)

Date

*Submit this worksheet to:
 Lourdes Financial Aid Office
 6832 Convent Blvd. Sylvania, Ohio 43560
 Phone: 419-824-3732 Fax: 419-517-8921
 Email: financialservices@lourdes.edu*