



## 2025-2026 Verification of 2023 Income Information for Student Non-tax Filers

Please use black or blue ink while filling out this form.

Student Name \_\_\_\_\_

LMU ID \_\_\_\_\_

The instructions and certifications below apply to the student and spouse (if the student is married). Complete this section if the student and spouse will not file and are not required to file a 2023 income tax return with the IRS.

**By completing this document, I certify that I have not filed and am not required to file a 2023 income tax return, and I have listed all income earned from work, other income, and resources for the 2023 tax year.**

**Also check any box that applies below:**

My spouse and I were not employed and had no income earned from work in 2023.

My spouse and/or I were employed in 2023 and have listed below the names of all employers, the amount earned from each employer in 2023, and whether an IRS W-2 form or an equivalent document is provided.

Provide copies of all 2023 IRS W-2 forms issued to you and your spouse. List every employer even if the employer did not issue an IRS W-2 form. If more space is needed, provide a separate page with your name and ID number at the top.

Employer's Name	IRS W-2 or an Equivalent Document Provided?	Annual Amount Earned in 2023
<i>(Example) ABC's Auto Body Shop</i>	YES	\$4,500.00
Total Amount of Income Earned from Work		\$

My spouse and/or I had other income and resources that supported us for the 2023 tax year.

List each source of income in the table below. If more space is needed, provide a separate page with your name and ID number at the top.

Source of Income	Annual Amount in 2023
<i>(Example) Rental property</i>	\$4,500
Total amount of income	\$

### Certification and Signature section

The signatures below certify that all of the information reported on this form is complete and correct. IRS Verification of Non-filing of the student's and/or spouse's 2023 tax return status must be submitted with this form, as indicated above, for this form to be accepted.

If the student and/or spouse filed or will file a 2023 IRS income tax return(s) **DO NOT SUBMIT THIS FORM.**

Student Signature \_\_\_\_\_

Print Spouse Name \_\_\_\_\_

Date \_\_\_\_\_

Spouse Signature \_\_\_\_\_

**Federal law does not allow us to use a digital signature on this form. Please print out the form, sign it by hand, and return it to our office through secure upload, by fax, or by mail. All forms must be legible in order to be accepted.**

Mail: LMU Financial Aid

1 LMU Drive, Suite 270  
Los Angeles, CA 90045

Phone: 310.338.2753

Fax: 310.338.2793

### How to Submit this Form:

The Department of Education requires that documents containing personally identifiable information (PII) must be transmitted through secure means. This form cannot be submitted via email. You may mail or fax this form to the address or fax number listed to the left, or you may submit it as a PDF through our Secure Upload page available at [financialaid.lmu.edu/upload](https://financialaid.lmu.edu/upload)

For Office Use Only:

RRAREQ - TS23 at R

Etrieve - Non Tax Filer

FAO Staff Initial \_\_\_\_\_

Date \_\_\_\_\_