



Verification of Non-Filing

An IRS Verification of Non-filing Letter (VNF) provides proof from the IRS that there is no record of a filed tax form for the year you have requested. A VNF does not provide proof that you were not required to file, only that you did not file. For any academic year in which your FAFSA is selected for verification and you reported "Will not file," you are asked by the U.S. Department of Education to request a VNF for the prior-prior year (e.g., for 2024-2025, request a VNF for 2022). Non-Tax filers can request an IRS Verification of non-filing, free of charge from the IRS in one of three ways:

- Online <https://www.irs.gov/individuals/get-transcript>
- Mailing in a form found at <https://www.irs.gov/pub/irs-pdf/f4506t.pdf>
- Make an appointment at your local taxpayer assistance center.

If you are unable to obtain a Verification of Non-filing Letter (VNF) from the IRS or other tax authorities, you must submit a signed statement, attesting that you attempted to obtain the VNF from the IRS or other tax authorities and were unable to obtain the required documentation.

STUDENT NAME: _____
(PLEASE PRINT CLEARLY)

I (NAME OF STUDENT) _____, attempted to contact the IRS to request a verification of non-filing for the year (YEAR REQUESTED) _____ but was unsuccessful. I did not file taxes and was not required to in said year. Please consider this statement my proof of non-filing.

Did you receive W2's for the year in question? _____

If yes please submit to financial aid office with this form.

By signing this document, I certify under penalty of perjury under the laws of the State of California that the above statement is true and correct.

Signature _____ Date _____

Please submit to the Financial Aid Office via mail, fax, email, or in person. Thank you.