



Student

Legal Name: _____ MUID#: _____

INSTRUCTIONS: Parent(s) who *did not* file **and** who *was/were not required* to file a 2023 U.S. Federal, Puerto Rican, or Foreign Income Tax Return must complete, sign and date, and upload this form using Document Upload found under the Financial Aid tile in [CheckMarq](#). You can also return this in person to Zilber Hall, Suite 121 or mail to Marquette Central, Office of Student Financial aid, P.O. Box 1881, Milwaukee, WI 53201-1881.

NOTE: Photographs of documents are not acceptable, see [Scanning Documents with your Phone](#) for assistance.

Parent Statement of Non-Filing

Important: If you typically would have filed a Puerto Rican or Foreign Income Tax Return you must submit appropriate non-filing documentation from a relevant tax authority. Complete this form if you have attempted to obtain a non-filing letter or the tax authority was requesting payment for the letter.

Check the box that applies:

- a. Parent(s) was/were **not** employed, did **not** have income, and *was/were not required* to file a 2023 Federal IRS, Puerto Rican, or Foreign Tax Return.
 - **Complete Chart A below.**

- b. Parent(s) was/were employed and had income but *was/were not required* to file a 2023 Federal IRS Tax Return. If you checked the box you need to:
 - **Complete Charts A and B below.**
 - **Attach copies of all 2023 W-2 and 1099 Forms.**

Chart A: List all non-work income and resources used to support yourself.

Source of Income or Type of Resource	Amount Received in 2023

Chart B: List all 2023 employers and amount earned.

Name of Employer	Amount Earned in 2023	2023 W-2 and 1099 Forms attached?
	\$	Yes <input type="checkbox"/>
	\$	Yes <input type="checkbox"/>
	\$	Yes <input type="checkbox"/>

*If more space is required, attach a separate page. **Note: If you lost or never received a W-2, contact your employer to request a copy.**

Signature. Manually sign with a ballpoint pen.

*** Forms with digital/electronic/typed signatures cannot be accepted and will be returned.**

I certify that I do not have a Social Security Number, an Individual Taxpayer Identification Number, or an Employer Identification Number. I also certify that I attempted to obtain a letter of non-filing from the appropriate tax authority and was not able to obtain the letter. *Parent who did not file taxes must sign and date.*

Parent's Signature: _____ Date: _____

Print Parent's Name: _____

Parent Daytime Phone and/or Email: _____