



## Dependent Student

## Verification of Non-Filing 2024-2025

Please read the entire form, complete ALL sections, attach the requested documentation, sign the form, and return it to the Financial Aid Office. By law, Mesalands Community College has the right to request this information before awarding financial aid. If there are differences between the information submitted and your Free Application for Federal Student aid (FAFSA) the school will make the necessary changes.

**\*\* Incomplete worksheets and documentation will cause delays in processing your financial aid. No determination of aid eligibility can be made until all documents are received and reviewed.**

Part 1. Student Information:		
First Name:	Last Name:	Student ID:
Address:		Date of Birth:
City, State, Zip:		Phone:
Student's Mesalands E-mail address: _____@mesalands.edu		

The instructions and certifications below apply to each parent included in the household. Complete this section if Your parents will not file and are <b>not required</b> to file a 2022 income tax return with the IRS
_____ Neither parent was employed, and neither had income earned from work in 2022.
_____ One or both parents were employed in 2022 and have listed below the names of all employers, the amount earned from each employer in 2022, and whether an IRS W-2 form or an equivalent document is provided. [Provide copies of all 2022 IRS W-2 forms issued to the parents by their employers].
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 the student's name and ID number at the top.

Employer's Name	IRS W-2 or an Equivalent Document Provided?	Annual Amount Earned in 2022
<i>(Example) ABC's Auto Body Shop</i>	Yes	\$4,500.00
<b>Total Amount of Income Earned From Work</b>		

Provide documentation from the IRS or other relevant tax authority dated on or after October 1, 2022, that indicates a 2022 IRS income tax return was not filed with the IRS or other relevant tax authority, or a signed statement certifying that the individual attempted to obtain confirmation of non-filing from the IRS or other relevant tax authority and was unable to obtain the required documentation.

\_\_\_\_ Check here if confirmation of non-filing or a signed statement is provided

\_\_\_\_ Check here if confirmation of non-filing or a signed statement will be provided later.

**Please return this form and all required attachments within two weeks. You may submit forms in person, via fax or scanned documents via email. Please do not submit pictures of documents. Your financial aid WILL NOT be finalized until all verification paperwork is complete.**

**By signing this worksheet, I (we) certify that all the information reported on this worksheet is complete and accurate. (At least one parent must also sign.) Warning: If you purposely give false or misleading information on this worksheet, you may be fined, sentenced to jail, or both.**

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

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Parent Signature**

\_\_\_\_\_  
**Date**

**FINANCIAL AID OFFICE USE ONLY**

Signature of Financial Aid Staff Member: \_\_\_\_\_

Date received all documents: \_\_\_\_\_

Verification completed: \_\_\_\_\_

Secondary Verification Completed: \_\_\_\_\_

**Mesalands Community College  
Financial Aid Office  
911 South Tenth St., Tucumcari, NM 88401  
Phone: 575-461-6600, x6640 Fax: 575-461-1901**