



Office of Financial Aid & Scholarships
2026-2027 Inability to Obtain Verification
of Non-Filing (VNF) Letter Acknowledgement
Parent

Student name (Last name, First name)

A-State ID number

Cell phone number

Non-tax filer Parent(s) of Dependent Students are required to provide Verification of Non-Filing from the IRS. If you were unable to acquire this information, please complete this form. **This form must be signed in the presence of a Notary Public.**

Section 1: Parent 1 Non-Tax Filer

I certify that I, _____, made an attempt to obtain a Verification of Non-Filing Letter directly from
(Print Name)

the IRS. I have allowed at least 10 business days and have been unsuccessful in securing the requested document. I also certify that a 2024 Federal Tax Return was not filed, nor required to be filed.

X

PARENT 1 SIGNATURE

DATE

Section 2: Parent 2 Non-Tax Filer

I certify that I, _____, made an attempt to obtain a Verification of Non-Filing Letter directly from
(Print Name)

the IRS. I have allowed at least 10 business days and have been unsuccessful in securing the requested document. I also certify that a 2024 Federal Tax Return was not filed, nor required to be filed.

X

PARENT 2 SIGNATURE

DATE

Section 4: Certificate of Acknowledgement

State of _____
County of _____

On this the _____ day of _____, 20____ before me _____, the undersigned notary, personally
(Notary's Name)
appeared _____ known to me (or satisfactorily proven) to be the person whose name(s) is/are subscribed to
(Printed name of signer)

the within instrument and acknowledged that he/she/they executed the same for the purposes therein contained. In witness whereof I hereunto set my hand and official seal.

Notary Signature: _____

My Commission Expires on: _____

[Notary Seal]