



## Office of Enrollment Management

### 2019-2020 FATHER (STEPFATHER) LETTER OF NONFILING

Your 2019-2020 application for federal student aid has been selected for verification. Your father/stepfather indicated on the FAFSA that he “will not file” a 2017 federal income tax return. If this information is correct, our office is required to verify that a federal income tax return was not filed with Internal Revenue Service (IRS). Failure to submit the required document(s) will result in a delay in the processing of your aid. **The student’s name and LSU ID should be listed on all documents submitted.**

- **Submit a 2017 IRS Letter of Nonfiling dated after October 1, 2018 or later**
  - May be requested online at irs.gov under “Get Your Tax Record”
    - The online tool requires a two-step verification. You will need the following:
      - ◆ your SSN and date of birth
      - ◆ access to your email account
      - ◆ your personal account number from a credit card, mortgage, home equity loan, home equity line of credit or car loan, and
      - ◆ a mobile phone with your name on the account.
    - Or by completing a ‘Request for Transcript of Tax Return’ IRS form 4506-T
      - Verifying that item 7 is selected and the year or period requested is 12/31/2017.

An Example of the IRS Letter of Nonfiling:

