



Office of Enrollment Management

2019-2020 STUDENT SPOUSE LETTER OF NONFILING

Your 2019-2020 application for federal student aid has been selected for verification. Your spouse indicated on the FAFSA that they “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:

