

2017-18 Student Nontax Filers

(Verification of 2015 Income Information)

The instructions and certifications below apply to the student and spouse, if the student is married. Complete this section if the student and spouse will not file and are not required to file a 2015 income tax return with the IRS.

1. Check the box/es that applies:

- The student was not employed and had no income earned from work in 2015.
- The student was employed in 2015 and has listed below the names of all employers and the amount earned from each employer in 2015. [Provide copies of all 2015 IRS W-2 forms issued to the student by their employers]. List every employer even if the employer did not issue an IRS W-2 form
- The spouse was not employed and had no income earned from work in 2015.
- The spouse was employed in 2015 and has listed below the names of all employers and the amount earned from each employer in 2015. [Provide copies of all 2015 IRS W-2 forms issued to the spouse 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.

| Student/Spouse Name | Employer's Name | Annual Amount Earned in 2015 | Check if self-employed income i.e. babysitting, mowing, etc. |
|-----------------------------|------------------------------|------------------------------|--|
| <i>(Example) John Smith</i> | <i>Suzy's Auto Body Shop</i> | <i>\$2,000.00</i> | <input type="checkbox"/> |
| | | | <input type="checkbox"/> |
| | | | <input type="checkbox"/> |
| | | | <input type="checkbox"/> |

2. Provide a copy of IRS Form W-2 for each source of 2015 employment income received (or an equivalent document such as the Wage and Income Transcript.

If a W-2 is not available

The quickest way to obtain a copy of a Form W-2 is through your employer. If getting Forms W-2 from your employers isn't possible, as an alternative, you can request a wage and income transcript by using the IRS Get Transcript service at www.irs.gov Click on the "Get a tax transcript" link. Select "Get Transcript Online" and follow instructions. You can also use [Form 4506-T, Request for Transcript of Tax Return](#). Check the box for Form W-2, specify which tax year(s) you need, and mail or fax the completed form. Allow 5 to 10 days from the IRS received date to receive the transcript.

3. Certifications and Signatures

Each person signing below certifies that all of the information reported is complete and correct.

| | |
|--|------|
| Student's Signature (Required) | Date |
| Spouse's Signature (if spouse did not file a return) | Date |

Please return this completed form and all other required materials to:

Ottumwa Campus: Indian Hills Community College, Attn. Financial Aid, 525 Grandview Avenue, Ottumwa, Iowa 52501

Fax: 641-683-5741, Phone: 800-726-2585, ext. 5262 or 641-683-5262, email us at: OneStop@indianhills.edu

Centerville Campus: Indian Hills Community College, 721 North First Street, Centerville, IA 52544

Fax: 641-856-3158, Phone: 800-670-3641, ext. 2200 or 641-856-2143, ext. 2200 email us at: OneStop@indianhills.edu

To check the status of your documents, go to WebAdvisor and click the Financial Checklist, under the Financial Aid heading.

Table 1-1. 2015 Filing Requirements Chart for Most Taxpayers

Note. You must file a return if your gross income was at least the amount shown in the last column.

| IF your filing status is. . . | AND at the end of 2015 you were'. . . | THEN file a return if your gross income** was at least. . . |
|---|--|--|
| Single | under 65 | \$10,300 |
| | 65 or older | \$11,850 |
| Head of household | under 65 | \$13,250 |
| | 65 or older | \$14,800 |
| Married filing jointly*** | under 65 (both spouses) | \$20,600 |
| | 65 or older (one spouse) | \$21,850 |
| | 65 or older (both spouses) | \$23,100 |
| Married filing separately | any age (if your spouse itemizes deductions) | \$4,000 |
| Qualifying widow(er) with dependent child | under 65 | \$16,600 |
| | 65 or older | \$17,850 |

*If you were born before January 2, 1951, you are considered to be 65 or older at the end of 2015. (If your spouse died in 2015 or if you are preparing a return for someone who died in 2015, see Pub. 501.)

Gross income means all income you receive in the form of money, goods, property, and services that isn't exempt from tax, including any income from sources outside the United States or from the sale of your main home (even if you can exclude part or all of it). It also includes gains, but not losses, reported on Form 8949 or Schedule D. Gross income from a business means, for example, the amount on Schedule C, line 7, or Schedule F, line 9. But, in figuring gross income, don't reduce your income by any losses, including any loss on Schedule C, line 7, or Schedule F, line 9. **Don't include any social security benefits unless (a) you are married filing separately and you lived with your spouse at any time in 2015 or (b) one-half of your social security benefits plus your other gross income and any tax-exempt interest is more than \$25,000 (\$32,000 if married filing jointly). If (a) or (b) applies, see the Instructions for Form 1040 or Pub. 915, Social Security and Equivalent Railroad Retirement Benefits, to figure the taxable part of social security benefits you must include in gross income.

***If you didn't live with your spouse at the end of 2015 (or on the date your spouse died) and your gross income was at least \$4,000, you must file a return regardless of your age.