



Financial Aid

2024-25 Parent Non-Filer Worksheet

To be completed when a parent is required to submit verification documents for financial aid purposes but was not required to file a 2022 federal income tax return. TAX RETURN NONFILERS—Complete this worksheet if the student’s parent(s) will not file and is not required to file a 2022 income tax return with the IRS.

Submit this worksheet to: To expedite the processing of this form, we ask that you submit the form as an email attachment to the Tulane University Financial Aid Office email fadocs@tulane.edu using the subject 2024-25 Parent Non-Filer Worksheet.

Or

Upload this form to: https://finaidforms.tulane.edu/Home/Account/Login

Student’s Name: _____ Last 4 digits of student SSN: _____

Parent Name/s: _____ Student’s Tulane ID (if known): _____

Check the box that applies and complete the appropriate section:

- Box 1: The parent(s) was not employed and had NO income at all earned from work in 2022.
OR
Box 2: The parent(s) was employed in 2022 and has listed below the names of all the parent’s employers, the amount earned from each employer in 2022, and whether an IRS W-2 form is attached. Attach copies of all 2022 IRS W-2 forms issued to the parent(s) by employer(s). List every employer even if they did not issue an IRS W-2 form. If more space is needed, attach a separate page with the student’s name and Social Security Number at the top.

Table with 3 columns: Employer’s Name, 2022 Amount Earned, IRS W-2 Attached? Example row: Suzy’s Auto Body Shop (example), \$2,000.00 (example), Yes (example)

Additional information:

My/Our total income (taxable and non-taxable) for 2022 (01/01/22-12/31/22) was \$ _____.

Income earned from work by the father was \$ _____, and by the mother \$ _____.

Other income, such as child support, social security, pensions, dividends, Aid to Families with Dependent Children (AFDC), etc. If more space is needed, attach a separate page with your name and SSN at the top.

Table with 2 columns: Type of Income, Total Amount for 2022 (01/01/22-12/31/22) Example row: Social Security (example), \$2,000.00

Certification and Signatures: Each person signing this Non-Filer Worksheet certifies that all of the information reported on it is complete and correct.

Father’s Signature _____ Date _____

Mother’s Signature _____ Date _____

You should make a copy of this worksheet for your records.

WARNING: If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.