



2020-21 Verification Request for Institutional Relief due to IRS related challenges

For federal financial aid purposes, if you are the parent of a dependent student, or if you are an independent student who did not file taxes the federal government is allowing institutional relief for those selected for verification and experiencing difficulty in obtaining certain requirements, during this period of national emergency.

Dependent students who did not file 2018 taxes do NOT have to submit an IRS Verification of Non-filing Letter, but must submit the 2018 tax transcript or form, where applicable.

TSU Student Info

First Name: Last Name:
T-Number#: Date of Birth:
Contact Phone Number: Email Address:

If you are a Dependent Student include parent's information

Parent First Name: Parent Last Name:
Parent Last 4 SSN: Parent Email Address:

You have indicated to Tennessee State University Office of Financial Aid that you have attempted to obtain certain required document for verification purposes but experienced 'IRS' related challenges' for 2018. If you fit any of these categories, you may request institutional relief.

Please check all that apply, sign and date, and return with applicable attachments to finaid@tnstate.edu in the same email. If you opt to download in 'myTSU' please upload all pertinent attachments.

- 2018 Tax transcript. Please confirm you have unsuccessfully tried all possible avenues to obtain the 2018 tax transcript. You have attached a signed copy of your 2018 tax form instead.
2018 Wage and Income Statement. Please confirm you have unsuccessfully tried all possible avenues to obtain the 2018 Verification of Wages and Income statement. You have attached all 2018 W2(s), and/or other evidence of income from an employer for verification purposes from 2018 instead.
2018 Non-filing Letter. You did not work and are not required to file taxes in 2018. Please confirm you have unsuccessfully tried all possible avenues to obtain the 2018 Verification of Non-filing Letter.

This signature requirement is to the Independent and/or Parent of the Dependent student tax payer or non-tax payer.

Independent Student ONLY – Signature: Date:

Dependent Student ONLY – Parent signature: Date:

Signature Certification: By signing this worksheet, I certify the following: I have to the best of my ability attempted to obtain the 2018 tax verification documentation from the IRS as requested but was unable to obtain the required documentation. For the purposes of verification please accept this request for institutional relief.

OFFICE USE ONLY: Comments: Electronic Announcement 07092020

Action Taken: [ ] Approved [ ] Denied Processed By: Date: