

**University of Houston-Victoria**  
**Office of Financial Aid**

UHV ID \_\_\_\_\_

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**2022 INCOME INFORMATION FOR PARENT NON-TAX FILERS**

The instructions and certifications below apply to each Parent included in the household. Complete this section if the Parent(s) will not file and are not required to file a 2022 income tax return with the IRS.

**Part I**

Check which one applies:

Neither Parent was employed and neither had income earned from work in 2022.

One or both parents were employed in 2022 and have listed below the names of all employers, the amount earned from each employer in 2022, and whether an IRS W-2 forms or an equivalent document is provided. Provide copies of all 2022 IRS W-2 forms issued to the parents by his/her employers. List every employer even if the employer did not issue an IRS W-2 form.

Employer's Name	2021 Amount Earned	IRS W-2 provided?
<i>Suzy's Auto Body Shop (example)</i>	<i>\$2,000.00</i>	<i>Yes</i>

**Part II ( Complete if employed in 2022)**

Provide documentation from the IRS or other relevant tax authority dated on or after October 1, 2023 that indicates a 2022 IRS income tax return was not filed with the IRS or other relevant tax authority or a signed statement certifying that the parents attempted to obtain confirmation of non-filing from the IRS and were unable to obtain the required documentation.

Go to **IRS.gov** and Click on " Get Your Tax Record", Click "Get Transcript by Mail or Online". You are automatically taken to the place to complete your information. Click "Continue" and then Click on "Return Transcript".

Check here if confirmation of non-filing or a signed statement is provided.

Check here if confirmation of non-filing or a signed statement will be provided later.

**Part II (Certification of 2022 Filing Status)**

I, the parent of the student applying for financial aid, certify that I will not file and am not required to file a 2022 U.S. Income Tax Return. By signing this form, I certify that all the information reported is complete and correct.

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

(black or blue ink)

State law requires that you be informed of the following: (1) with few exceptions, you are entitled on request to be informed about the information the University collects about you by use of this form; (2) under sections 552.021 and 552.023 of the Government Code, you are entitled to receive and review the information; and (3) under section 559.004 of the Government Code, you are entitled to have the University correct information about you that is incorrect.