

**2023-24
Parent Tax Non-Filing
Statement Form
(F4T213)**



Marquette Central, Office of Student Financial Aid
P.O. Box 1881
Milwaukee, WI 53201-1881
Email: marquettecentral@marquette.edu
Website: mu.edu/central
Phone: (414) 288-4000

Student

Legal Name: _____ MUID#: _____

INSTRUCTIONS: Parent(s) who *did not* file and who *was/were not required* to file a 2021 U.S. Federal, Puerto Rican, or Foreign Income Tax Return must complete, sign and date, and submit this form. Upload using Document Upload found under the Financial Aid tile in [CheckMarg](#). You can also return them in person to Zilber Hall, Suite 121 or mail to Marquette Central, Office of Student Financial Aid, P.O. Box 1881, Milwaukee, WI 53201-1881.

NOTE: Due to imaging system requirements, photographs of documents are not acceptable.

Parent Statement of Non-Filing

1. Check the box that applies:

a. Parent(s) was/were **not** employed, did **not** have income and *was/were not required* to file a 2021 Federal IRS Tax Return.

- **Submit a 2021 Verification of Non-Filing Letter obtained from the IRS.** Order the free Verification of Non-Filing Letter at irs.gov. See mu.edu/central/nonfile2324 and select #10 for instructions.

OR

b. Parent(s) was/were employed and had income but *was/were not required* to file a 2021 Federal IRS Tax Return. If you checked the box you need to:

- **Complete the chart below:** list employer(s) and the amount that was earned in 2021.
- **Attach copies of all 2021 W-2 and 1099 Forms.**
- **Submit a 2021 Verification of Non-Filing Letter obtained from the IRS.** Order the free Verification of Non-Filing Letter at irs.gov. See mu.edu/central/nonfile2324 and select #10 for instructions.

COMPLETE CHART ONLY IF BOX b. ABOVE IS CHECKED	Name of Employer	Amount Earned in 2021	2021 W-2 and 1099 Forms received from employer?		2021 W-2, 1099s and Non- Filing Letter attached?
		\$	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>
		\$	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>
		\$	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>

*If more space is required, attach a separate page.

Note: If you lost or never received a W-2, contact your employer to request a copy to provide with this form.

Important: If you typically would have filed a Puerto Rican or Foreign Income Tax Return you must submit appropriate non-filing documentation from a relevant tax authority.

Signature. Manually sign with a ballpoint pen.

*** Forms with digital/electronic/typed signatures cannot be accepted and will be returned.**

I certify that all the information on this form is true and correct. *Parent who did not file taxes must sign and date.*

Parent's Signature: _____ Date: _____

Print Parent's Name: _____

Parent Daytime Phone and/or Email: _____