

The U.S. Department of Education has flagged your Parents Earnings from Work on your 2018–2019 Free Application for Federal Student Aid (FAFSA). To validate your parental earnings, you must review your parents 2016 Federal Income Tax Return.

Step 1:

Determine which type of Tax Return (Form 1040, Form 1040A, or Form 1040EZ) your parents submitted to the IRS. This information can be found in the top, left corner of the tax document. Check the appropriate tax document box below.

Step 2:

Using the line number in the chart below, look at your parents Tax Return and determine if a dollar amount (other than \$0) was reported in the line number referenced. If so, you will need to attach a copy of the tax document noted. In most cases, Line 7 of the W–2 Statement should be the total of Box 1 from all W–2 Statements.

NOTE: *If your parents had more than one income source, they may have multiple W–2 Statements or Schedules that you will need to submit.*

Step 3:

Submit all tax document copies to the Student One Stop Center.

Parent Tax Return Form Filed in 2016:		
IRS Form	Submit documentation if the value is greater than \$0.	
1040	Line 7	Attach copy of 2016 IRS W–2 Statement
	Line 12	Attach copy of 2016 IRS Schedule C (Business Income)
	Line 18	Attach copy of 2016 IRS Schedule F (Farm Income)
	Form 1065	Attach copy of 2016 IRS Schedule K–1 (Partnership)
1040A	Line 7	Attach copy of 2016 IRS W–2 Statement
1040EZ	Line 7	Attach copy of 2016 IRS W–2 Statement