



**Instructions:** Complete this section if you, the student, filed or will file a 2017 income tax return with the IRS. The best way to verify income is by using the IRS Data Retrieval Tool that is part of the online FAFSA. If you have not already used the tool, go to <https://fafsa.ed.gov>, click "Make a correction," and log into your FAFSA. From the Financial Information section of the form, follow the instructions to determine if you are eligible to use the IRS Data Retrieval Tool to transfer 2017 IRS income tax information into your FAFSA. It takes up to three weeks for IRS income information to be available for the IRS Data Retrieval Tool for electronic IRS tax return filers, and up to eight weeks for paper IRS tax return filers. If you need more information about when or how to use the IRS Data Retrieval Tool, please contact the Office of Student Financial Aid at (312) 942-6256 or [financial\\_aid@rush.edu](mailto:financial_aid@rush.edu).

**C. HOUSEHOLD INCOME INFORMATION AND TAX FILING STATUS**

Please select **ONE** box only:

- I (the student and spouse, if applicable) have already filed and used the IRS Data Retrieval tool on my FAFSA for 2017 income
- I (the student and spouse, if applicable) have already filed and I did not use the IRS Data Retrieval tool and I am attaching my 2017 Tax Return Transcript which I obtained directly from the IRS (Income Tax Returns **do not** satisfy this requirement)
- I (the student and spouse, if applicable) was not employed and had no income earned from work in 2017. I am submitting a Verification of Non-filing Letter (confirmation that the tax return has not yet been filed) from the IRS or other relevant tax authority dated on or after October 1, 2017
- I (the student and spouse, if applicable) was employed in 2017 but am not required to file a 2017 Income Tax Return with the IRS. I am submitting W-2's and/or 1099s from each employer and a Verification of Non-filing Letter (confirmation that the tax return has not yet been filed) from the IRS or other relevant tax authority dated on or after October 1, 2017

Employer's Name	IRS W-2 Provided?	Annual Amount Earned in 2017
(Example) ABC's Auto Body	Yes	\$4500

**D. Certification and Signatures**

Each person signing this worksheet certifies that all of the information reported on it is complete and correct. The student must sign, spouses' signature is not required.

**WARNING: If you purposely give false or misleading information on the worksheet, you may be fined, sent to prison, or both.**

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Spouse Signature (Optional): \_\_\_\_\_ Date: \_\_\_\_\_

**Do not mail this worksheet to the U.S. Department of Education.  
Submit this worksheet to the Rush University Office of Student Financial Aid.**

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

**Rush University, Office of Student Financial Aid  
600 S. Paulina St, Armour Academic Center Ste 440  
Chicago, IL 60612  
Fax: (312) 942-2732**