

C. Dependent Student | 2022 Tax Return Transcript(s) or a signed copy of the 2022 Income Tax Return and applicable schedules

2022 Tax Return Transcript(s) or a signed copy of the 2022 Income Tax Return and applicable schedules

To request an official 2022 Tax Return Transcript or Verification of Non-Filing Letter

1. **For U. S. Virgin Islanders Tax Filers:** Form 4506T must be completed and signed by the taxpayer and submitted to the Bureau of Internal Revenue (BIR) offices. You may also contact the VI BIR offices for assistance: St. Croix – (340) 773-1040; St. Thomas – (340) 715-1040; St. John – (340) 777-1446.
2. **For U.S Tax Filers:** Complete Form 4506T online at www.irs.gov or call 1-800-908-9946.
 - Check here if you are attaching your **W-2 Form(s) and 2022 Income Tax Return or Tax Return Transcript.**
 - Check here if you are attaching your **Verification of Non-Filing Letter** because you will not file or were not required to file.
3. If you did not file and are not required to file a 2022 Income Tax Return, *list below your employer(s), even if you were not issued a W-2 Form.*
 - Were Not Employed and had **no income earned** from work in 2022.

Employer's Name or Source of Income (Money received or paid on your behalf to include housing, food, living allowances)	W-2 Attached Yes/No	2022 Income
		\$
		\$
		\$

4. Funds received for child support and other untaxed income (See questions 20 & 21 on the FAFSA.)

Sources of Untaxed Income	2022 Amount	Sources of Untaxed Income	2022 Amount
a. Child support received	\$	e. Workman's Compensation	\$
b. Tax exempt (form 1040 – Line 2a)	\$	f. Veterans non-education benefits	\$
c. Untaxed IRA distributions (form 1040-line 4a minus 4b)	\$	g. Payments to pension (W-2 boxes 12a through 12d, codes D, E, F, G, H & S)	\$
d. Untaxed IRA pensions & annuities (form 1040-line 5a minus 5b)	\$		

D. Parent(s)' | 2022 Tax Return Transcript(s) or a signed copy of the 2022 Income Tax Return and applicable schedules

2022 Tax Return Transcript(s) or a signed copy of the 2022 Income Tax Return and applicable schedules

To request an official 2022 Tax Return Transcript or Verification of Non-Filing Letter

1. **For U. S. Virgin Islanders Tax Filers:** Form 4506T must be completed and signed by the tax payer or non-filer and submitted to the Bureau of Internal Revenue (BIR) offices. You may also contact the VI BIR offices for assistance: St. Croix – (340) 773-1040; St. Thomas – (340) 715-1040; St. John – (340) 777-1446.
2. **For U.S Tax Filers:** Complete Form 4506T online at www.irs.gov or call 1-800-908-9946.
 - Check here if **your parent(s)** will be attaching the **W-2 Form(s) and 2022 Income Tax Return or Tax Return Transcript.**
 - Check here if **your parent(s)** will be attaching a **Verification of Non-Filing Letter** because they will not file or were not required to file.
3. **(a)** If your parent(s) did not file and are not required to file a 2022 Income Tax Return, *list below your parent(s) employer(s), even if they were not issued a W-2 Form.* **(b)** If your parent(s) were not employed and had **no income earned** from work in 2022, *list the source of any income your household received in 2022.*
 - Were Not Employed and had **no income earned** from work in 2022.

Employer's Name or Source of Income (Money received or paid on your behalf to include housing, food, living allowances)	W-2 Attached Yes/No	2022 Income
		\$
		\$
		\$

4. Funds received for child support and other untaxed income (See questions 38 & 39 on the FAFSA.)

Sources of Untaxed Income	2022 Amount	Sources of Untaxed Income	2022 Amount
a. Child support received	\$	e. Workman's Compensation	\$
b. Tax exempt (form 1040 – Line 2a)	\$	f. Veterans non-education benefits	\$
c. Untaxed IRA distributions (form 1040-line 4a minus 4b)	\$	g. Payments to pension (W-2 boxes 12a through 12d, codes D, E, F, G, H & S)	\$
d. Untaxed IRA pensions & annuities (form 1040-line 5a minus 5b)	\$		



Section H - Part 2: Identity and Statement of Educational Purpose

 Last Name First Name M.I. Social Security Number ID Number

If you are unable to submit this form in person, you must complete **Section H - Part 2** in the presence of a Notary Public and mail the notarized documents to your school's Financial Aid Office.

If the student is unable to appear in person at _____ **University of the Virgin Islands** _____ to
(Name of Postsecondary Educational Institution)

verify his or her identity, the student must provide:

- (a) A copy of **a valid, not expired, government-issued photo identification (ID) that is acknowledged in the notary statement below**, such as, but not limited to, a **driver's license, other state-issued ID, or passport**; and
- (b) The original notarized Statement of Educational Purpose provided below.

Statement of Educational Purpose

I certify that I _____ am the individual signing this
(Print Student's Name)

Statement of Educational Purpose and that the federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending _____ **University of the Virgin Islands** _____ for 2024-2025.
(Name of Postsecondary Educational Institution)

(Student's Signature) _____
(Student's ID Number) _____
(Date)

Notary's Certificate of Acknowledgement

No Foreign Notaries. No Online Notaries

State of _____, City/County of _____

On _____, before me, _____, personally appeared,
(Date) *(Notary's name)*

_____, and provided to me on basis of satisfactory evidence of
(Printed name of signer)

Identification _____ to be the above-named person
(Type of government-issued photo ID provided)

who signed the foregoing statement.

WITNESS my hand and official seal

(seal)

(Notary signature)

My commission expires on _____
(Date)