

IRS Verification of Non-Filing Letter

Federal Regulations require some parents and students to submit proof that they did not file an IRS Tax Return in 2019. This documentation is required if all the following statements are true:

Parents of Dependent Students	Independent Students or their Spouses
<ul style="list-style-type: none"> The student has been selected for verification Parent did not file a tax return in 2019 Parent was not required to file a tax return in 2019 	<ul style="list-style-type: none"> The student has been selected for verification Independent Student/Spouse did not file a tax return in 2019 Independent Student/Spouse was not required to file a tax return in 2019

Dependent students do not need to complete this requirement.

Those that meet these criteria are required to submit a Verification of Non-filing from the IRS dated on or after **October 1, 2020**.

How to Obtain IRS Verification of Non-Filing Letter

1) Get Transcript Online

If the non-filer has their own verifiable credit history (credit card account, auto loan, mortgage, home equity loan/line of credit), they can use the ["Get Transcript Online"](#) tool at irs.gov.

People that do not have an SSN/ITIN or are having issues obtaining a Verification of Non-filing Letter should complete the Non-Tax Filer Income Information Form. Click the links below for the appropriate forms.

- [Parent Non-Tax Filer Income Information](#)
- [Student Non-Tax Filer Income Information](#)
- [Student Spouse Non-Tax Filer Income Information](#)

2) Submit Form 4506-T (Currently Unavailable)

Non-filers who do not have their own verifiable credit history can complete [Form 4506-T](#) and mail it to the address below if they are a California resident or business owner:

Internal Revenue Service
RAIVS Team
P.O. Box 9941
Mail Stop 6734
Ogden, UT 84409

You can also fax this form to the IRS at (855) 298-1145

After you receive your Verification of Non-Filing letter from the IRS:

- Write the student name and UCM ID # on every page of letter
- Keep a copy of the letter for your records
- Submit the Non-Filing letter to the UC Merced Financial Aid Office
Fax: 209-228-7861
Address: UC Merced Financial Aid
5200 North Lake Rd.
Merced, CA 95343

Submission Tips

- Be sure that the Social Security Number (SSN) or Individual Taxpayer Identification Number (ITIN) of the requesting person is included on the Verification of Non-Filing Letter.
- Request these documents sooner rather than later, as IRS turnaround time can take weeks.
- If you submit IRS form 4506-T to the IRS, and they send you an IRS 13873 document, we should be able to accept that document as long it includes the correct non-filer status statements.

Contact Us

- Visit our website: financialaid.ucmerced.edu
- Email us: finaid@ucmerced.edu
- Give us a call: (209) 228-7178