



## Office of Enrollment Management

### 2019-2020 STUDENT LETTER OF NONFILING

Your 2019-2020 application for federal student aid has been selected for verification. You indicated on the FAFSA that you "will not file" a 2017 federal income tax return. If this information is correct, our office is required to verify that a federal income tax return was not filed with Internal Revenue Service (IRS). Failure to submit the required document(s) will result in a delay in the processing of your aid. **The student's name and LSU ID should be listed on all documents submitted.**

- **Submit a 2017 IRS Letter of Nonfiling dated after October 1, 2018 or later for yourself and your spouse (if applicable)**
  - May be requested online at [irs.gov](http://irs.gov) under "Get Your Tax Record"
    - The online tool requires a two-step verification. You will need the following:
      - ◆ your SSN and date of birth
      - ◆ access to your email account
      - ◆ your personal account number from a credit card, mortgage, home equity loan, home equity line of credit or car loan, and
      - ◆ a mobile phone with your name on the account.
  - Or by completing a 'Request for Transcript of Tax Return' IRS form 4506-T
    - Verifying that item 7 is selected and the year or period requested is 12/31/2017.

An Example of the IRS Letter of Nonfiling:

 Internal Revenue Service  
United States Department of the Treasury  
MEMPHIS, TN 37501-1498

Tracking ID:  
Date of Issue:  
031479.601929.288341.22427 1 AB 0.416 373  
31479

**Taxpayer's Name:**  
**Taxpayer Identification Number:**  
**Tax Period or Periods:** December,  
**Return:**

**Information About the Request We Received**

**Why We're Contacting You**  
We're contacting you to report on the status of the request we received.

**Information About the Status of The Request**  
On February 04, 2016, your office submitted a request for taxpayer information.

We received a request dated February 04, 2016 for verification of non-filing of returns for above tax period or periods. We have no record of a filed Form 1040, 1040A, or 1040EZ using the above Social Security Number. You can consider this letter a verification of non-filing.

**How To Contact Us**  
Please call us at 1-800-829-0922 if you have any questions regarding this letter or if you need additional information.

Sincerely yours,

*Patricia LaPosta*  
Patricia LaPosta, Director  
Electronic Products & Svcs Support