



Instructions for Verification of Non-filing Certification

Some individuals or individual selected for verification are required to obtain verification of non-filing (VNF) from the IRS or other tax authority by either creating an online account with the IRS or by completing IRS form 4506T. However, if the individual is unable to obtain the Verification of Non-Filing (VNF) from the IRS or other tax authorities please complete and submit the other side of this form if it has been longer than **10 business days** since an attempt.

Steps to complete the form

- Complete the form in its entirety.
- Check whether the Verification of Non-filing was requested by MAIL or FAX (Print the approximate date you mailed or faxed IRS form 4506T).
- Both student and spouse must sign and date the form if they both did not file taxes and both could not retrieve their Verification of Non-filing from the IRS or other tax authorities.
- Once the form is completed, please submit it to the Grossmont College Financial Aid Office

If you have any questions regarding the completion of this form, please ask at the Financial Aid front counter or ask to schedule an appointment.