

Student Name: _____ Student ID #: _____

Section C - Parent/Step-Parent Information

If your parents (or step-parent) have filed a 2023 U.S income tax return, use the IRS Direct Data Exchange (DDX) to update the income information on your FAFSA. Check the box(es) below that apply.

- My parents **have used** the IRS Direct Data Exchange to transfer their 2023 IRS income tax information.
- My parents **are unable to use** the IRS Direct Data Exchange and will provide Ripon College with a 2023 IRS signed Tax Return and all applicable schedules or an IRS Tax Return Transcript.
- My parents **have amended their** 2023 IRS Tax Return. They will provide the school with a signed copy of the 2023 IRS Form 1040X (Amended U.S. Individual Income Tax Return) that was filed with the IRS or documentation from the IRS that include the changes made by the IRS **and one of the following** a) IRS Direct Data Exchange information from the original tax return on a completed FAFSA, b) a 2023 IRS Tax Return Transcript, or c) a signed copy of the original 2023 IRS form 1040 and all applicable schedules that were filed with the IRS.
- Parent 1 **has not, nor is required** to file a 2023 U.S. or foreign income tax return because:
 - Parent 1 was not employed and had no income earned from work in 2023.
 - Parent 1 income earned from work in 2023 was below the amount required to file. Parent 1 must provide W-2s, or if self-employed, a signed statement indicating the income earned from work.
- Parent 2 **has not, nor is required** to file a 2023 U.S. or foreign income tax return because:
 - Parent 2 was not employed and had no income earned from work in 2023.
 - Parent 2 income earned from work in 2023 was below the amount required to file. Parent 2 must provide W-2s, or if self-employed, a signed statement indicating the income earned from work.

Section D - Certification and Signatures – Hand Signatures are Required

I (We) certify that all of the information on this form is complete and correct. I (We) understand that giving false or misleading information may result in the loss of financial aid and that I (we) may be fined, be sentenced to jail, or both.

Student's Signature:		Date:	
Parent/Spouse's Signature:		Date:	


The best way to verify income is by using the IRS Direct Data Exchange (IRS DDX) that can be linked in the Parent and Student Financial sections on the FAFSA. However, if you cannot use the IRS DDX then you may submit a **signed copy of the 2023 income tax return and applicable schedules or the 2023 Income Tax Return Transcript.** The 2023 *IRS Tax Return Transcript* may be obtained through:

- Request by phone 1-800-908-9946.
- Request a copy online at www.irs.gov, click on “Get your tax record”, click “Get transcript online”. Make sure to request the “Return Transcript” and NOT the “Account Transcript”. (Online is quicker but not available to everyone, by mail is also an option.)
- Paper Request Form – IRS Form 4506T-EZ or IRS Form 4506-T

To protect yourself from potential identity theft, do not E-mail this form. You can either mail, hand deliver or securely upload this completed, signed form along with copies of 2023 IRS W-2 forms (if necessary) and signed copies of 2023 IRS Tax Return and schedules or 2023 IRS Return Transcripts (if unable to use IRS DDX) within two weeks to:

Ripon College – Office of Financial Aid
 300 West Seward Street
 Ripon, WI 54971

Contact our office at (920) 748-8101 if you have additional questions.



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