



The instructions and certifications below apply to the student and spouse, if the student is married. Complete this section if the student and spouse will not file and **are not required** to file a 2015 income tax return with the IRS.

Student/Spouse Section (Check the box that applies):

- ☐ The student and/or spouse was not employed and had no income earned from work in 2017.
- ☐ The student and/or spouse was employed in 2017 and have listed below the names of all employers, the amount earned from each employer in 2017, and whether an IRS W-2 form is provided. List every employer even if the employer did not issue an IRS W-2 form. If any employer did not issue a W-2 form please submit a signed statement as to why. Please also submit copies of all issued W-2 forms.

Employer's Name	2017 Amount Earned	IRS W-2 Provided? (Yes/No)
Suzy's Auto Shop (example)	\$2,000	Yes

Please note that if either the student or spouse did file a tax return with the IRS a copy of the tax transcript and all W-2 forms are required to be submitted.

Student's Signature: _____ **Date:** _____

Spouse's Signature (if applicable): _____ **Date:** _____

Student's SSN or ID: _____

GWU Financial Planning, PO Box 955, Boiling Springs, NC 28017 or by fax to 704-406-4102.