

## 2023-24 FAFSA Follow Up – Parent Must File Tax Return

CONTACT: MustFIPa                      CC #126

FAFSA has asked the Student Financial Planning Office to assist you to resolve some information on your student’s FAFSA which appears to be contradictory, specifically about filing a 2021 Federal Income Tax Return.

**You will not be able to receive a Financial Aid Award Letter until this issue is resolved.**

**THIS IS AN URGENT MATTER.**

### What do I have to do so my student can still receive Financial Aid?

<b>1</b>	<p>Parents “Will Not File”, but income level appears to be high enough that filing is required. This conflicting information must be resolved before Financial Aid can be awarded.</p> <p>126</p> <p style="text-align: center;">OR</p>	<p>You reported on your student’s FAFSA that you had taxable income but will not file a 2021 Federal Income Tax Return. The income amount reported on FAFSA is sufficient that it appears that you <b>are required</b> to file a 2021 Federal Income Tax Return.</p> <p>Or you indicated that “You Will File” a tax return for 2021.</p> <p><b>What do you do now?</b></p> <p>If you <b>have filed</b> a 2021 Federal Income Tax Return:</p> <p style="padding-left: 20px;">Three weeks after you have filed your return (electronically), the parent should log on to the student’s FAFSA using their FSA ID.</p> <ol style="list-style-type: none"> <li>a. Click on “Make Corrections”.</li> <li>b. Go the Parent Financial Information Tab,</li> <li>c. Change the Parent tax filing status from “ Will file” to “Already completed” a 2021 tax return.</li> <li>d. A white box will appear which will invite you to import your 2021 Federal Income Tax information into your student’s 2023-24 FAFSA using the IRS Data Retrieval Tool.</li> <li>e. “Save” and “Submit” your student’s FAFSA.</li> <li>f. A new FAFSA will arrive at KWU in three to six business days.</li> </ol> <p>If you have <b>NOT filed</b> a 2021 Federal Income Tax Return:</p> <ol style="list-style-type: none"> <li>1) If you have not filed because you believe that you are not required to do so and do not intend to file, please provide documentation from your income tax preparer explaining why...or other similar documentation.</li> </ol> <p>Contact the Office of Student Financial Planning with questions or for help.</p>
<b>2</b>	<p>Parents “Will File” a Tax Return.</p> <p>156</p>	

Three to six days after you submit the corrections to your FAFSA, a new FAFSA will arrive at the KWU Office of Student Financial Planning. Hopefully, the new FAFSA will resolve these question(s). Begin checking your MyKWU Portal Account > Financial Aid Document Tracking > 2023-24 in four business days. If the above discrepancies were resolved, this alert will show “received” and is most probably resolved. If the discrepancy is not resolved, this alert will still show “Needed” and you should contact the Office of Student Financial Planning for further instructions.