



**Part C: Non-Tax Filer Information**—Only complete this section if you or someone from your family **did not and is not required** to file a **2023** Federal Tax Return.

If you or someone from your family did not and is not required to file a 2023 Federal Tax Return, then please check their name below. Please check all that apply. By signing in Part E and submitting this Worksheet, I attest that I have not filed and am not required to file a 2023 Federal Tax Return.

- Student
  Student's Spouse
  Father/Step-Father
  Mother/Step-Mother

If you did not file taxes but earned income in 2023, please complete this section! Include all income earned.			
Person Who Worked	Employer's Name	Amount Earned in 2023	Did You Receive a W-2? You must submit a copy of any W-2 received.
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No

Even though you did not file a **2023** Federal Tax Return, you are still REQUIRED to submit a copy of any W-2's that you received. If you earned income but did not receive a W-2, you are required to complete a No W-2 form. Contact [financialaid@nelson.edu](mailto:financialaid@nelson.edu) for help.

Part D: Untaxed IRA Distributions/Pensions: Enter all zeroes (\$0) if there was no rollover. Do NOT leave any fields blank!		
Student/Spouse	Calendar Year 2023: January 1 – December 31, 2023	Parent/Step-Parent
\$	Amount of Rollover in an Untaxed IRA Distribution. <b>If you had a rollover amount, you must provide a hand signed copy of your 2023 IRS 1040 tax return to the Financial Aid Office.</b>	\$
\$	Amount of Rollover in an Untaxed Pension. <b>If you had a rollover amount, you must provide a hand signed copy of your 2023 IRS 1040 tax return to the Financial Aid Office.</b>	\$
↑	DO NOT LEAVE ANY FIELDS BLANK! PUT \$0 IF NOT APPLICABLE!	↑

**Part E: Sign This Worksheet!**

By signing this worksheet, I (we) certify that all the information reported on this worksheet is complete and correct. If dependent, at least one parent must sign. **All signatures must be actual handwritten signatures. We cannot accept a signature that isn't hand signed.**

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent's Signature (Dependent Student's Only)

\_\_\_\_\_  
Date

This **completed & signed** worksheet can be submitted via:

**Mail:** Nelson University, Attn: Financial Aid, 1200 Sycamore St, Waxahachie, TX 75165, **Fax:** (682)224-8644, **Email:** [financialaid@nelson.edu](mailto:financialaid@nelson.edu)