



Scholarships and  
Financial Aid

**Office of Scholarships & Financial Aid**

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[OSFA's Secure File Upload website](#) • [UW's website](#)

## 2025-2026 Conflicting Information Resolution Form

### Section 1: Student Information

<b>Student Name:</b>		<b>W#:</b>	
<b>Email Address:</b>		<b>Phone:</b>	

### Section 2: FAFSA Contributor Flagged for Conflicting Information

- A. The following contributor has been identified on my financial aid checklist as having possible conflicting information:

*Please Note: if more than one contributor has a conflicting information request, please complete separate forms for each.*

- ☐ Self (the student)
- ☐ Spouse
- ☐ Parent
- ☐ Parent's spouse

- B. What was your current marital status (if independent) or your parent's (if dependent) when your FAFSA was completed?

- ☐ Single
- ☐ Married
- ☐ Divorced/Separated
- ☐ Widowed

Date of Marital Status (mm/dd/yy): \_\_\_\_\_

### Section 3: FAFSA Contributor Tax Filing Information (Tax Year 2023)

Check the appropriate selection for the 2023 tax filing status of the contributor flagged for possible conflicting information:

- A. If you filed a 2023 Federal Income Tax Return, select the appropriate statement:

- ☐ I, the FAFSA contributor, **did file taxes in 2023**. If tax information was not able to be transferred from the IRS to the FAFSA or if I had to manually input my tax information on the FAFSA, I understand that I am required to attach one of the following documents:
  - Signed Federal Income Tax Return with all applicable schedules, or
  - A copy of an IRS Tax Return Transcript.
- ☐ I, the FAFSA contributor, was either granted a filing extension by the IRS, amended 2023 IRS Income Taxes, am an individual who was a victim of IRS tax-related identity theft, or I filed a non-IRS income tax return, AND I understand the information must be submitted (see chart on page 3.)

**2025-2026 Conflicting Information Resolution Form**

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B. If you did not file a 2023 Federal Income Tax Return, select the appropriate statements:

- ☐ I, the FAFSA contributor, **did not file** a 2023 U.S. Tax Return as **I was NOT employed and had NO income** earned from work in 2023.
- ☐ I, the FAFSA contributor, **did not file a 2023 U.S. Income Tax Return**. However, **I was employed** in 2023 and have listed below (on section F) the names of all my employers, the amount earned from each employer in 2023, and whether an IRS W-2 form is attached. Attach copies of all 2023 IRS W-2 forms issued to the FAFSA contributor by employers. *List every employer even if the company did not issue an IRS W-2 form. If more space is needed, attach a separate page with the student's name and ID Number at the top.*

C. If you earned foreign income or filed a U.S. or foreign tax return, please select the appropriate statement:

- ☐ I, the FAFSA contributor, filed a 2023 U.S. Tax Return and qualified for the foreign earned income exclusion. I am attaching a copy of my 2023 Tax Return Transcript from [www.irs.gov/individuals/get-transcript](https://www.irs.gov/individuals/get-transcript); OR
- ☐ I, (the FAFSA contributor) earned income from a foreign country and filed 2023 taxes in that country. I am attaching a signed copy of my 2023 foreign tax transcript.
- ☐ I, (the FAFSA contributor) earned income from a foreign country but did not file a foreign tax return and I am not required to file a foreign tax return. I am attaching the following:
- A copy of my foreign income documentation or a signed statement including: my name, name of foreign country, total foreign income earned in 2023 and my signature/date
  - A verification letter of non-filing from the IRS from [www.irs.gov/individuals/get-transcript](https://www.irs.gov/individuals/get-transcript) (not required if student is a Dependent student and parent information was provided on the 2025-2026 FAFSA.)

D. If you did not file a 2023 IRS Tax Return but earned income, please complete the table below.

FAFSA Contributor's Employer's Name	2023 Amount Earned	IRS W-2 Attached?
	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No

**Section 4: Signature and Certification**

Each person signing below certifies that all information reported is complete and accurate. The student, and their FAFSA contributor (if applicable), whose information was reported on the FAFSA must sign and date. Typed signatures are not accepted.

**Warning:** *If you purposefully give false or misleading information on this form, you may be fined, sent to prison, or both.*

<b>Student Signature</b>	<b>Date</b> (mm/dd/yy)
<b>Student's Spouse's Signature (if applicable)</b>	<b>Date</b> (mm/dd/yy)

Please return completed form via Secure File Upload: [www.uwyo.edu/sfa/forms/upload.html](https://www.uwyo.edu/sfa/forms/upload.html)

# Instructions for requesting documentation from IRS

## How to request a Tax Return Transcript:

- **Get Transcript by Mail** at [www.irs.gov](https://www.irs.gov). Select "Get Your Tax Record" and then select "Get Transcript by Mail". Make sure to request the "Return Transcript" and NOT the "Account Transcript". The transcript is generally received within 10 business days from the IRS' receipt of the online request.
- **Get Transcript Online** at [www.irs.gov](https://www.irs.gov). Select "Get Your Tax Record" and then select "Get Transcript Online". Make sure to request the "Return Transcript" and NOT the "Account Transcript". To use the Get Transcript Online tool, the user must have (1) access to a valid email address, (2) a text-enabled mobile phone in the user's name (pay-as-you-go plans cannot be used), and (3) specific financial account numbers (such as a credit card number or an account number for a home mortgage or auto loan). Upon successful completion of the IRS's two-step authentication, the transcript will display online.
- **Automated Telephone Request** by calling 1-800-908-9946. Transcript is generally received within 10 business days from the IRS' receipt of the telephone request.
- **Paper Request Form** by using IRS Form 4506T-EZ or IRS Form 4506-T. The transcript is generally received within 10 business days from the IRS' receipt of the paper request form.
- **Personal copy of your 2023 Federal Income Tax Return 1040** that is signed with all applicable schedules attached.

## Foreign Income:

A tax filer who filed an income tax return with a tax authority other than the IRS may provide a signed copy of their income tax return that was filed with the relevant tax authority. However, if we question the accuracy of the information on the signed copy of the income tax return, the tax filer must provide us with a copy of the tax account information issued by the relevant tax authority before verification can be completed.

## Non-Tax Filer:

### **Who is required to submit a non-filing letter?**

- Independent students and their spouses (if married) who did not file taxes for the tax year requested on the verification form.
- Parents included on their child's FAFSA who did not file taxes for the tax year requested on the verification form.
- Dependent students are not required to submit a verification of non-filing if they did not file taxes.

## How to request an IRS Verification of Non-filing letter:

**Online Request:** <https://www.irs.gov/individuals/get-transcript>

*Note: The online request is typically not available if you have never filed taxes before in prior years. If this is the case, please use the next option, Paper Request Form*

**Paper Request Form:** Download IRS Form 4506T-EZ at: <https://www.irs.gov/pub/irs-pdf/f4506tez.pdf>

**If you are unable to obtain a Non-Filing Letter from the IRS,** please provide a written statement confirming that you have made multiple attempts to request the letter and have not received it after allowing 5-10 business days.