

**FORM PTRREQ - IDAHO STATE UNIVERSITY  
REQUIRED TO FILE TAX RETURN  
PARENT(S)**

24-25

**PTRREQ-25**

The status of your parents' tax return is critical in determining financial aid eligibility. This status can be corrected if the initial [FAFSA](#) submission was not accurate or incomplete. You may also complete this form and return with attachments to:

**Office of Financial Aid, Idaho State University, Museum Building, Third Floor  
921 S 8<sup>th</sup> Ave, Stop 8077, Pocatello, ID 83209-8077  
Phone: (208)282-2756 Fax: (208)282-4755 Email: [finaidem@isu.edu](mailto:finaidem@isu.edu)  
Scan and Upload: [isu.edu/financialaid/upload](https://isu.edu/financialaid/upload)**

**University Place, Bennion Student Union Building, Student Services Office  
1784 Science Center Dr, Idaho Falls, ID 83402 Phone: (208)282-7704**

\*Student Name: \_\_\_\_\_  
(Use blue or black ink) Last First M.I.

\*ISU ID: \_\_\_\_\_ \*Last 4 Digits of Social Security #: \_\_\_\_\_  
(Find on [MyISU](#)) \*Required

**INSTRUCTIONS:**

You reported that your parent(s) will not file an income tax return but the amount you reported for your parents' income appears to be over the minimum amount required to file a tax return.

Your parent(s) need to complete and submit their **2022 Federal Tax Transcript and applicable schedules** or **submit a letter from the Internal Revenue Service** confirming they are not required to file. Please attached the return or letter to this completed form and return to one of the addresses above.

We cannot continue processing your financial aid until we have received the information above. If you have questions, please contact a financial aid counselor in the Office of Financial Aid by calling (208)282-2756. If you are a student on the Idaho Falls Campus, you may call (208)282-7704.

**WARNING: If you purposely give false or misleading information, you may be fined, sent to prison, or both.**