

Do you need to request federal tax documents?

If you cannot provide a signed copy of your federal tax forms to the Financial Aid Office, you can request documentation from the IRS. Individuals needing to submit a *Tax Return Transcript*, a *Verification of Non-filing Letter*, or a *Wage & Income Transcript* can request these documents from the IRS by visiting www.irs.gov/get-transcript.

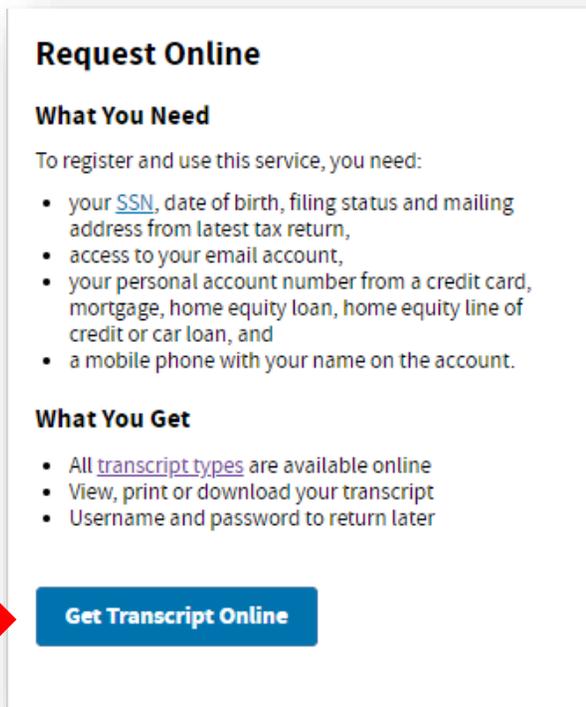
WHEN REQUESTING DOCUMENTATION, CONFIRM YOU ARE REQUESTING FOR THE CORRECT TAX YEAR.

ONLINE (IMMEDIATE DOWNLOAD)

To request federal tax documents for immediate download, follow instructions to register online and submit your request.

MAIL (5-10 CALENDAR DAYS)

To request federal tax documents be mailed to you, follow instructions to submit your request online, or call the IRS automated phone transcript service at 1-800-908-9946.



Request Online

What You Need

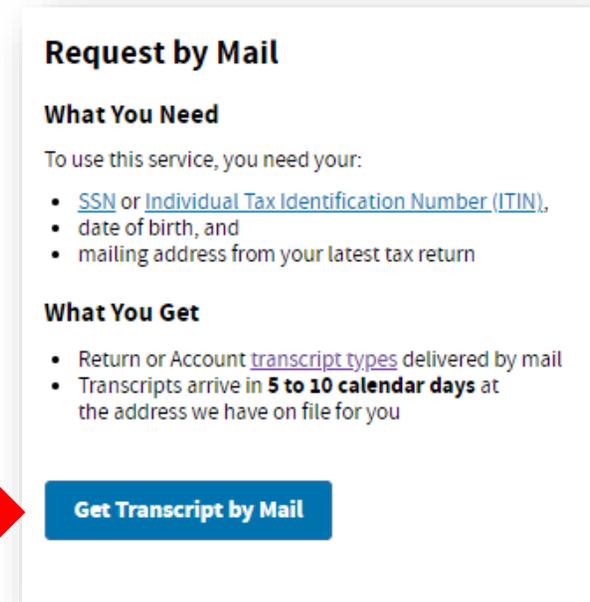
To register and use this service, you need:

- your [SSN](#), date of birth, filing status and mailing address from latest tax return,
- access to your email account,
- your personal account number from a credit card, mortgage, home equity loan, home equity line of credit or car loan, and
- a mobile phone with your name on the account.

What You Get

- All [transcript types](#) are available online
- View, print or download your transcript
- Username and password to return later

Get Transcript Online



Request by Mail

What You Need

To use this service, you need your:

- [SSN](#) or [Individual Tax Identification Number \(ITIN\)](#),
- date of birth, and
- mailing address from your latest tax return

What You Get

- Return or Account [transcript types](#) delivered by mail
- Transcripts arrive in **5 to 10 calendar days** at the address we have on file for you

Get Transcript by Mail

Issues or concerns?

Get Transcript Frequently Asked Questions are available at www.irs.gov/individuals/get-transcript-faqs.