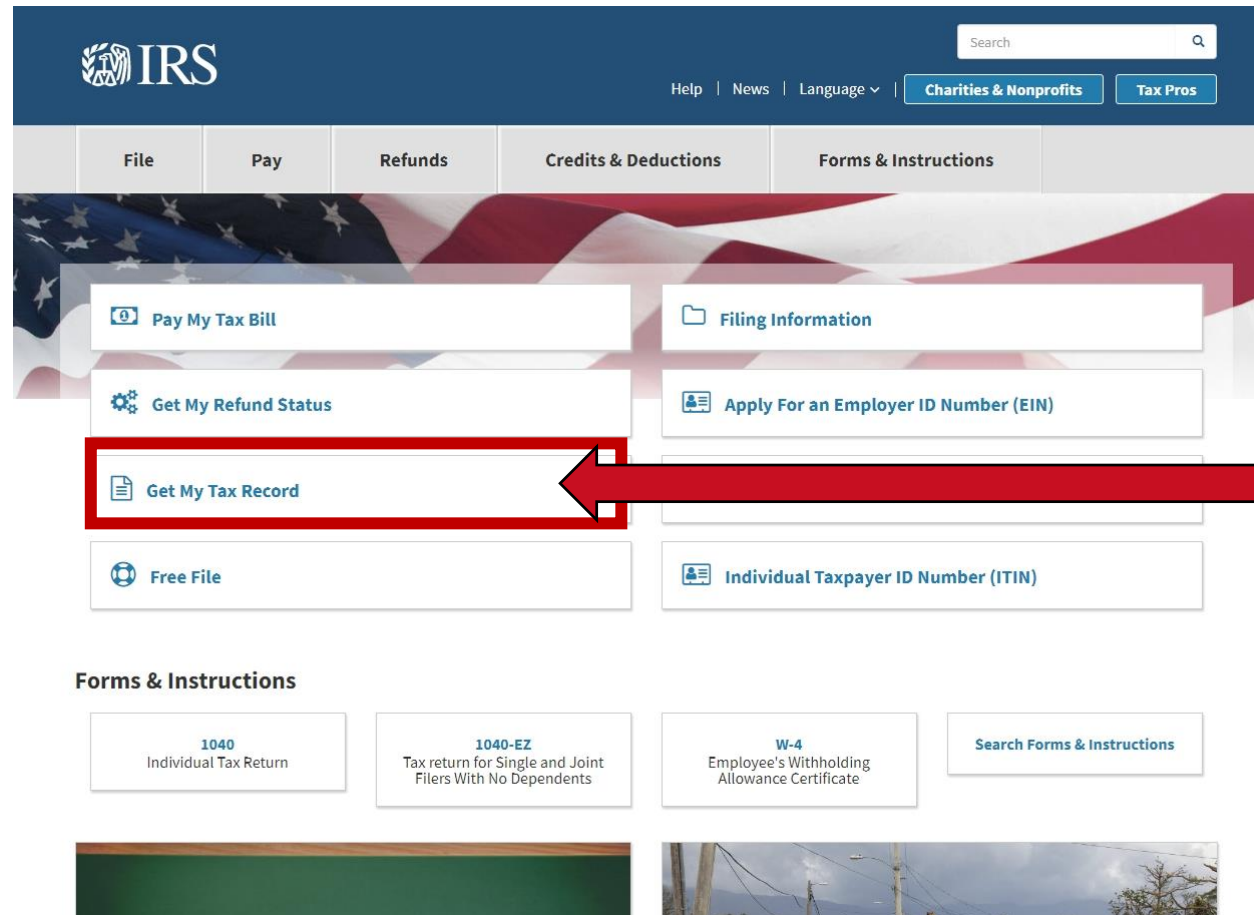


# Requesting an IRS Tax Transcript for Financial Aid

You can call the IRS at 800-308-9946 or go online at IRS.gov

## **Attention:**

Not every student will need to order a tax record. The Financial Aid Department will let you know if you need one.



Select "Get My Tax Record."

Select “Get Transcript Online” or “by Mail.” The financial aid office will accept either.

## Welcome to Get Transcript

English | [Español](#) | [Chinese, Traditional](#) | [Korean](#) | [Russian](#) | [Vietnamese](#)

### Individuals

[How to File](#)

[When to File](#)

[Where to File](#)

[Update My Information](#)

You can get various Form 1040-series [transcript types](#) online or by mail. If you need your prior year **Adjusted Gross Income (AGI)** to e-file, choose the **tax return transcript** type when making your request. If you only need to find out how much you owe or verify payments you made within the last 18 months, you can [view your tax account](#).

The method you used to file your tax return, e-file or paper, and whether you had a balance due, affects your [current year transcript availability](#). **Note:** If you need a photocopy of your return, you must use [Form 4506](#).

[Get Transcript Online](#)

[Get Transcript by Mail](#)

#### 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

#### 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


#### Related Forms

- [About Form 4506](#)
- [About Form 4506T](#)
- [About Form 4506T EZ](#)
- [Formulario 4506T-EZ \(SP\)](#), [Formulario Abreviado para la Solicitud de un Traslado...](#)

#### Related Websites

- [Social Security Administration \(SSA\) - My Account](#)
- [Free Application for Federal Student Aid \(FAFSA\)](#)

Be sure to take note of the information you will need for the online request and mail request



Be Sure to select a **Return Transcript** for the **2016** Tax Year



[Contact Us](#) | [Exit](#)

## Get Transcript by Mail

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Type of Transcript [?](#)

Return Transcript ▼

for Tax Year [?](#)

2016 ▼

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