



## 2015 Student Tax Information Request

Your 2017–2018 Free Application for Federal Student Aid (FAFSA) was selected for review in a process called verification. The law requires that before awarding Federal Student Aid, we confirm the tax information you reported on the FAFSA. Federal regulations prevent us from using a copy of your 2015 U. S. Income Tax Return for taxable income verification purposes. You must request the IRS Tax Return Transcript using one of the options provided below. Please submit the tax transcript within 30 days of this request. If there are discrepancies between the data on your FAFSA and the information on the IRS Tax Return Transcript, your FAFSA may need to be corrected.

- Important Note:** The instructions below apply to the student and spouse, if married.
- If you are **married and filed separate** 2015 tax returns, you and your spouse must submit 2015 IRS Tax Return Transcripts.
- If you filed, or will file, an **amended 2015 IRS tax return**, you must request the IRS Tax Return Transcript. You must also provide a signed copy of the original tax return that was filed with the IRS and a signed copy of the IRS Form 1040X that was filed with the IRS.
- If you applied for an **IRS filing extension**, please submit a copy of IRS Form 4868, along with a copy of IRS Form W-2 for each source of employment income received for tax year 2015.
- If you are a victim of **IRS identity theft** and cannot obtain an IRS Tax Return Transcript, please contact the Financial Aid Office.

### Request an IRS Tax Return Transcript

- Online:** Go to [www.irs.gov](http://www.irs.gov), under Tools heading on the homepage, click “Get a Tax Transcript.” Click “Get Transcript by Mail.” Make sure to request the “IRS Tax Return Transcript” and **not** the “IRS Tax Account Transcript.”
- IRS2Go App:**  
Apple Online Store: <https://itunes.apple.com/us/app/irs2go/id414113282?mt=8>  
Google Play: <https://play.google.com/store/apps/details?id=gov.irs>  
Download App, Select Tax Records, Return Transcript, 2015
- Telephone:** 1.800.908.9946, Enter SSN, Street Address Numbers, Select Option 2, 2015

*It takes up to three weeks for IRS income information to be available for electronic IRS tax return filers, and up to eight weeks for paper IRS tax return filers.*

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