



Office of Financial Aid & Scholarships

STUDENT 2024 FEDERAL TAX REQUEST

Your 2026-2027 application for federal student aid has been selected for verification of 2024 tax information. Please submit all required documentation listed below for yourself and/or your spouse. Failure to submit all required documents will result in a delay in the processing of your aid. If you were married on the date the FAFSA was filed, tax documents for both you and your spouse are needed. **The student's name and ID number should be listed on all documents submitted.**

SUBMIT 2024 TAX RETURN OR TAX RETURN TRANSCRIPT

- ◆ Tax Transcript
 - May be requested online at irs.gov and selecting “Get your tax records and transcripts” or by calling 1-800-908-9946. Make sure to request the “Tax Return Transcript” and **NOT** the “Account Transcript”.
 - To use the IRS Online tool you will need to create an ID.me account with the IRS. You can use either a self-service process that requires a photo of a government ID and selfie, or a live call with an ID.me video chat agent that doesn't require biometric data.
- ◆ Tax Return
 - Submit a signed (with physical signature) copy of the 1040 filed with the IRS
- ◆ If an amended tax return was filed, submit a **signed** copy of the 1040X “Amended U.S. Individual Income Tax Return” **and** a 2024 IRS Tax Return/Transcript.
- ◆ If an individual filed or will file a 2024 income tax return with Puerto Rico, another U.S. territory, or with a foreign country, must provide:
 - A signed copy of the 2024 income tax return(s); **or**
 - A transcript obtained from a government of a U.S. territory or commonwealth; or a foreign central government that includes all of the tax filer's income and tax information required to be verified for tax year 2024.

SUBMIT 2024 TAX SCHEDULES

- ◆ **If submitting a 1040, the following schedules must be submitted, if filed**
 - Schedule 1
 - Schedule 2
 - Schedule 3