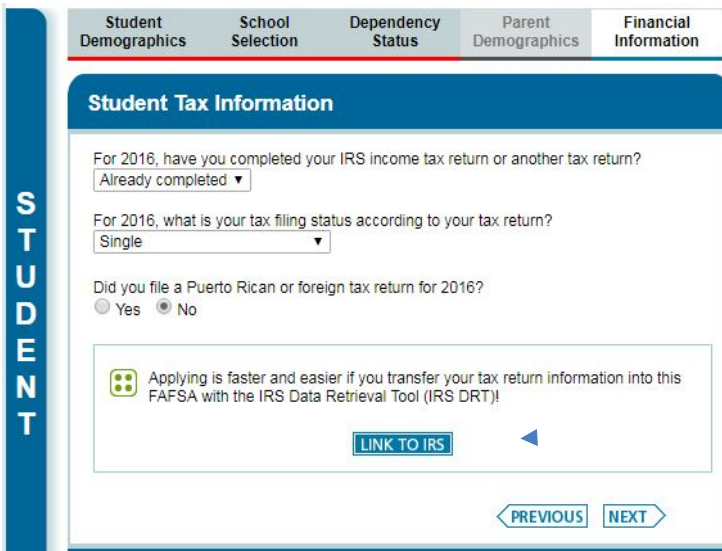


IRS Data Retrieval Steps

Federal Regulations require that students and/or parents complete the IRS Data Retrieval Process or submit a tax return transcript or to verify their financial information.

1. Login into FAFSA application at www.fafsa.gov.
2. Select 2018-19 (if applicable).
3. Select make FAFSA corrections link.
4. Along the top tabs – select “Financial Information”.

You will now enter the IRS website. It is very important to enter your address as it appeared on the tax return you filed.



STUDENT

Student Demographics | School Selection | Dependency Status | Parent Demographics | **Financial Information**

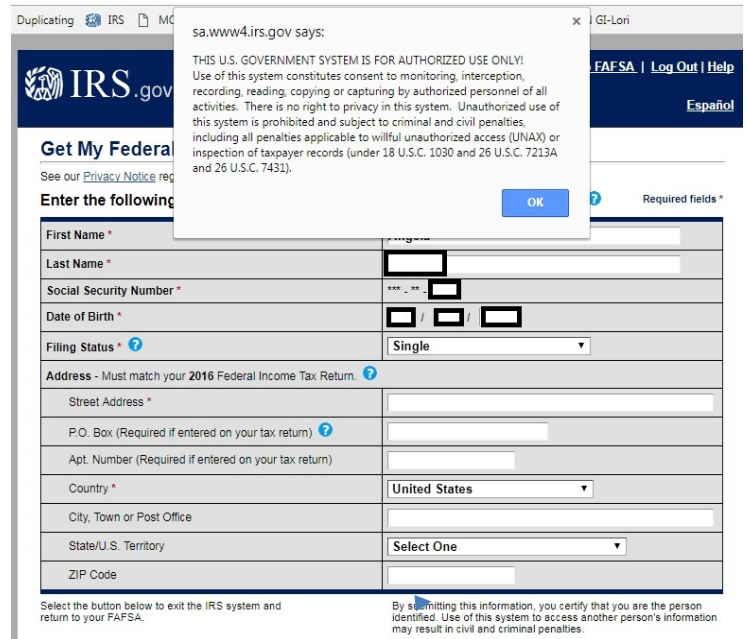
Student Tax Information

For 2016, have you completed your IRS income tax return or another tax return?

For 2016, what is your tax filing status according to your tax return?

Did you file a Puerto Rican or foreign tax return for 2016?
 Yes No

Applying is faster and easier if you transfer your tax return information into this FAFSA with the IRS Data Retrieval Tool (IRS DRT)!



sa.www4.irs.gov says: THIS U.S. GOVERNMENT SYSTEM IS FOR AUTHORIZED USE ONLY! Use of this system constitutes consent to monitoring, interception, recording, reading, copying or capturing by authorized personnel of all activities. There is no right to privacy in this system. Unauthorized use of this system is prohibited and subject to criminal and civil penalties, including all penalties applicable to willful unauthorized access (UNAX) or inspection of taxpayer records (under 18 U.S.C. 1030 and 26 U.S.C. 7213A and 26 U.S.C. 7431).

Get My Federal
See our [Privacy Notice](#) regarding this system.

Enter the following information:

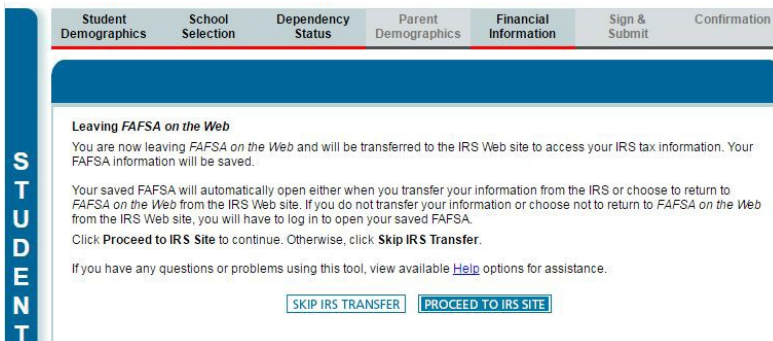
First Name *
 Last Name *
 Social Security Number *
 Date of Birth *
 Filing Status *
 Address - Must match your 2016 Federal Income Tax Return.
 Street Address *
 P.O. Box (Required if entered on your tax return)
 Apt. Number (Required if entered on your tax return)
 Country *
 City, Town or Post Office
 State/U.S. Territory
 ZIP Code

Select the button below to exit the IRS system and return to your FAFSA. By submitting this information, you certify that you are the person identified. Use of this system to access another person's information may result in civil and criminal penalties.

5. After you choose “LINK TO IRS” – you will see this screen:

6. Select “Submit”.

If the IRS is able to match your information, you will see the screen below:



STUDENT

Student Demographics | School Selection | Dependency Status | Parent Demographics | **Financial Information** | Sign & Submit | Confirmation

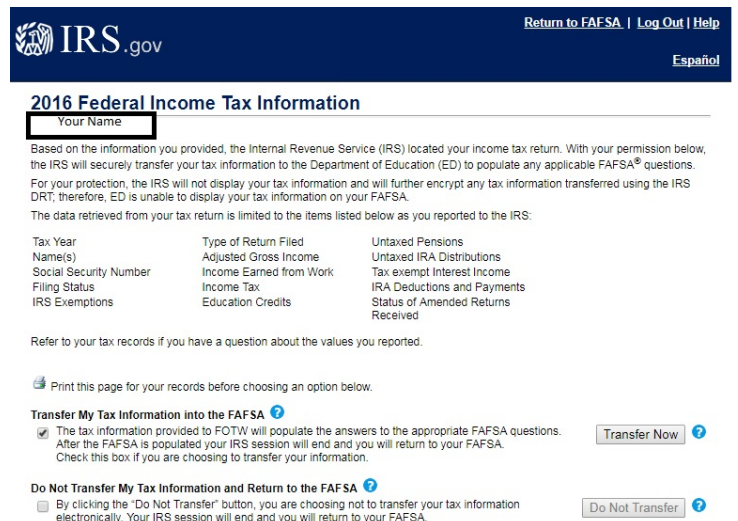
Leaving FAFSA on the Web

You are now leaving FAFSA on the Web and will be transferred to the IRS Web site to access your IRS tax information. Your FAFSA information will be saved.

Your saved FAFSA will automatically open either when you transfer your information from the IRS or choose to return to FAFSA on the Web from the IRS Web site. If you do not transfer your information or choose not to return to FAFSA on the Web from the IRS Web site, you will have to log in to open your saved FAFSA.

Click **Proceed to IRS Site** to continue. Otherwise, click **Skip IRS Transfer**.

If you have any questions or problems using this tool, view available [Help](#) options for assistance.



IRS.gov | [Return to FAFSA](#) | [Log Out](#) | [Help](#) | [Español](#)

2016 Federal Income Tax Information

Your Name

Based on the information you provided, the Internal Revenue Service (IRS) located your income tax return. With your permission below, the IRS will securely transfer your tax information to the Department of Education (ED) to populate any applicable FAFSA® questions. For your protection, the IRS will not display your tax information and will further encrypt any tax information transferred using the IRS DRT; therefore, ED is unable to display your tax information on your FAFSA.

The data retrieved from your tax return is limited to the items listed below as you reported to the IRS:

| | | |
|------------------------|-------------------------|------------------------------------|
| Tax Year | Type of Return Filed | Untaxed Pensions |
| Name(s) | Adjusted Gross Income | Untaxed IRA Distributions |
| Social Security Number | Income Earned from Work | Tax exempt Interest Income |
| Filing Status | Income Tax | IRA Deductions and Payments |
| IRS Exemptions | Education Credits | Status of Amended Returns Received |

Refer to your tax records if you have a question about the values you reported.

Print this page for your records before choosing an option below.

Transfer My Tax Information into the FAFSA

The tax information provided to FOTW will populate the answers to the appropriate FAFSA questions. After the FAFSA is populated your IRS session will end and you will return to your FAFSA. Check this box if you are choosing to transfer your information.

Do Not Transfer My Tax Information and Return to the FAFSA

By clicking the "Do Not Transfer" button, you are choosing not to transfer your tax information electronically. Your IRS session will end and you will return to your FAFSA.

7. Then select: "Transfer My Tax Information into the FAFSA" & "Transfer Now".
8. Congratulations! Your tax information has been successfully transferred,

HOWEVER, the process is not complete. Now you must go to the end of the FAFSA application and **submit your application.** You will receive a confirmation page.

The screenshot shows the 'Student Financial Information' section of the FAFSA application. A blue header bar contains the text 'STUDENT' vertically. Below the header, a navigation bar includes tabs for 'Student Demographics', 'School Selection', 'Dependency Status', 'Parent Demographics', and 'Financial Information'. The 'Financial Information' tab is active. A message box with an information icon (i) states: 'You have successfully transferred your 2016 IRS tax information. Your IRS tax information has been successfully transferred into this FAFSA. Questions that were populated with tax information will be marked with "Transferred from the IRS." For your protection, IRS tax return information is not displayed on the FAFSA.' Below this message, several questions are listed, all with the answer 'Transferred from the IRS': 'What income tax return did you file for 2016?', 'What was your adjusted gross income for 2016?', and 'How much did you earn from working (wages, salaries, tips, etc.) in 2016?'. The last question, 'As of today, are you a dislocated worker?', has a dropdown menu set to 'Select'. At the bottom of the form are 'PREVIOUS' and 'NEXT' buttons, and a footer bar with 'NEED HELP?', 'SAVE', 'CLEAR ALL DATA', 'VIEW FAFSA SUMMARY', and 'EXIT' buttons.

The screenshot shows the '2018-2019 Confirmation Page'. A blue header bar contains the text '2018-2019 Confirmation Page'. Below the header, a message box with an information icon (i) states: 'Your confirmation page has been sent to you at the e-mail address: te...'. Below this message, there is a 'PRINT THIS PAGE' button. To the right, the 'Confirmation Number' and 'Data Release Number (DRN)' are displayed, with the DRN field containing a redacted value. Below this, a 'Congratulations' message is shown, followed by a redacted name and the text 'Your FAFSA was successfully submitted to Federal Student Aid.'

We will receive the updated information in approximately one week.