Ways to Obtain a 2013 IRS Tax Return Transcript

If students are chosen for the verification process, they and/or parents will be asked to submit a copy of their 2013 Tax Return Transcript. Below are some ways the tax return transcript may be obtained.

ONLINE REQUESTS
Visit: www.irs.gov/Individuals/Get-Transcript

ONLINE
*Create an account
*Select “Higher Education/Student Aid”
*Click on Return Transcript for the requested tax year
*Print the Tax Return Transcript

MAIL
*Enter requested information and click Continue
*Select “Return Transcript” for Type of Transcript
*Select year requested for Tax Year and Continue
*If successfully validated, a paper IRS Tax Return Transcript can be expected within 5 to 10 business days

Telephone Request: 1-800-908-9946
*Enter primary tax filer’s social security number and numbers in street address
*Select Option 2 and enter tax year requested
*If successfully validated, a paper IRS Tax Return Transcript can be expected within 5 to 10 business days

Visit a Local IRS Office
Locate an IRS Office through www.irs.gov