

If MCC requests student or parent 2018 tax information to verify your 2020-2021 FAFSA. PLEASE go back to [www.fafsa.gov](http://www.fafsa.gov) and make a correction to the income section of your FAFSA using the “IRS link” to download your tax information.

If you are not able to use the FAFSA “IRS link”, you must provide an IRS Tax Return Transcript or a signed copy of the tax return. Listed below are 4 ways to request an IRS Tax Return Transcript.

A **2018 IRS Tax Return Transcript** may be obtained through the:

- **Online Request** - Go to [www.irs.gov](http://www.irs.gov), click "Get Your Tax Record." Click “Get Transcript ONLINE” or “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 at <https://itunes.apple.com/us/app/irs2go/id414113282?mt=8>  
Google Play at <https://play.google.com/store/apps/details?id=gov.irs>
- **Telephone Request** - 1-800-908-9946
- **Paper Request Form** –
  - IRS Form 4506T-EZ at <https://www.irs.gov/pub/irs-pdf/f4506tez.pdf> or
  - IRS Form 4506-T at <https://www.irs.gov/pub/irs-pdf/f4506t.pdf>

In most cases, for electronic tax return filers, 2018 IRS income tax return information is available for the IRS DRT or the IRS Tax Return Transcript within 2–3 weeks after the 2018 electronic IRS income tax return has been accepted by the IRS. Generally, for filers of 2018 paper IRS income tax returns, the 2018 IRS income tax return information is available for the IRS DRT or the IRS Tax Return Transcript within 8–11 weeks after the 2018 paper IRS income tax return has been received by the IRS. Contact the financial aid office if more information is needed about using the IRS DRT or obtaining an IRS Tax Return Transcript.

#### **Verification of 2018 IRS Non-filing Letter –**

Provides proof that the IRS has no record of a filed Form 1040, 1040A or 1040EZ for the year you requested. It does not indicate whether you were required to file a return for that year. This letter is available after June 15th for the current tax year or anytime for the prior three tax years using Get Transcript Online or Form 4506-T. You must use Form 4506-T if you need a letter for tax years older than the prior three years.

- **Online Request** - Go to [www.irs.gov](http://www.irs.gov), click "Get Your Tax Record." Click “Get Transcript ONLINE” or “Get Transcript by MAIL.” Make sure to request the “IRS Tax Return Transcript” and **NOT** the “IRS Tax Account Transcript.”
- **Paper Request Form** –
  - IRS Form 4506T-EZ at <https://www.irs.gov/pub/irs-pdf/f4506tez.pdf> or
  - IRS Form 4506-T at <https://www.irs.gov/pub/irs-pdf/f4506t.pdf>