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If you are not able to use the IRS Data Retrieval Tool (DRT) on the FAFSA application you are able to obtain a free copy of your federal tax return transcript. Below are the instructions on how to obtain a free copy of your 2019 Federal Tax Return Transcript by creating an online account.

Step 1: Go to <u>www.irs.gov</u>.

Step 2: Click 'Get Your Tax Record'

Get My Economic Impact Payment	Get Coronavirus Tax Relief
Q Get Your Refund Status	File Your Taxes for Free
Get Your Tax Record	C View Your Account
Make a Payment	Apply for an Employer ID Number (EIN)

Step 3: Part way down the page click 'Get Transcript Online'

International Taxpayers	Request Online	
Government Entities	What You Need	
	To register and use this service, you need:	
	 yot: <u>SSN</u>, date of birth, filing status and mailing address from latest tax return, access to your email account, 	
	 your versional account number from a credit card, mortgage, home equity loan, home equity line of credit or car loan, and a mobili phone with your name on the account. 	
	What You Get	
	All <u>transcrip types</u> are available online View, print or download your transcript	
	Username and password to return later	
	Get Transcript Online	





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Step 4: If you already have an account with the IRS, enter your username and click log in. If you do not have an account with the IRS, then you will need to create one.

fari users on iOS and macOS may experience	e prodems when creating an account. You encounter approver, please try a different browser
ign Up	Log In
on't have an account? Create one now.	Already have a username? Wercome back!
CREATE ACCOUNT	Username
	Forgot Username
	PTIN and FIRE users need a separate account in this system

Step 5: Enter your password and click submit.

Step 6: You will receive a text message with a 6-digit security code, which will need to be entered. After entering the security code, click submit.



We sent a security code to your phone

We sent a text message to your phone (ending in 5654). Please enter the code below.

CONTINUE >

If you can't get a text message right now, you can get a security code via phone call.





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Step 5: The next page you will see is your Online Security Information, which lists your login history. Click continue.

Step 6: From the drop down menu, select Higher Education/Student Aid as the reason you need a transcript. In the Customer File Number box, enter your Stinger ID number to be able to identify who the tax return transcript belongs too.

Get Transcript	
Select a reason you need a transcript:	Higher Education/Student Aid ▼
Customer File Number:	GO >

Step 7: Click, go. -

Step 8: Under the Return Transcript box, click on 2019. This will open up another tab, which will allow you to print the tax return transcript. Please include the student's name and Stinger ID on the document and then submit to the Welcome and One Stop Center

Get Transcript						
	you need a transcript: Hi	gher Education/Student Aid 🗸				
You selected: Higher Education/Student Aid We suggest you download: Return Transcript						
Below are the transcripts and years available. Return Transcript Record of Account Transcript Glossary						
2020 🕃 [2019]	N/A 2019 2018	Return Transcript Tax Return Transcripts show most line items from your tax return				
2018 2017	2017	(Form 1040, 1040A or 1040EZ) as it was originally filed, including any accompanying forms and schedules. This transcript does not				
Account Transcript	Wage & Income Transcript	reflect any changes you, your representative or the IRS made after you filed your return. In many				
2019	2019	cases, a Return Transcript will meet the requirements of lending				
2018	2018	institutions offering mortgages and student loans.				
2017 Show All	2017 Sho	Record of Account Transcript Record of Account Transcripts combine the information from tax				





WWW.RCTC.EDU