

## How to Request a Wage and Income Transcript from the Internal Revenue Service

### ONLINE



View and print immediately
<ul style="list-style-type: none"><li>▪ Go to the IRS website at <a href="http://www.irs.gov/individuals/get-transcript">www.irs.gov/individuals/get-transcript</a> .</li></ul>
<ul style="list-style-type: none"><li>▪ Click "Get Transcript ONLINE."</li></ul>
<ul style="list-style-type: none"><li>○ If you have an existing IRS username, please create a new ID.me account as soon as possible.  If you're a new user, please create an account with ID.me (ID.me instructions available here: <a href="https://help.id.me/hc/en-us/articles/360017922513-How-do-I-verify-my-identity-">https://help.id.me/hc/en-us/articles/360017922513-How-do-I-verify-my-identity-</a>)</li></ul>
<ul style="list-style-type: none"><li>▪ Once you are logged into your IRS account, follow the prompts to request a transcript. Select "Higher Education/Student Aid" as the reason you need a transcript. You will need a "Wage and Income Transcript" and select the specific <b>Tax Year*</b> for which you would like the transcript</li></ul>
<ul style="list-style-type: none"><li>▪ View and print the return transcript you requested.</li></ul>

**\*Select the tax year you used to complete the Free Application for Federal Student Aid (FAFSA).**

*If you do not have access to a computer or would prefer to order your Transcript from the IRS over the phone, please call 800.908.9946.*

**NOTE:** If you cannot request a Wage and Income Transcript online, complete a [Form 4506-T](#) and submit it directly to the IRS.