Dear Student,


Step Two: Click on ‘Get Your Tax Record.’

Step Three: Choose ‘Get Transcript Online’ or ‘Get Transcripts by Mail.’

If you choose to “Get Transcript Online,” you must create an account as a first-time user or “log in” as a returning user.

If you choose to ‘Get Transcript by Mail,” please enter the information as it appears on the tax return, click ‘Continue’ and follow the prompts.

Please Note: You should be requesting an IRS Tax Return Transcript for the 2020 tax year the 2022-2023 FAFSA and the 2021 tax year for the 2023-2024 FAFSA

If you have any questions, you may contact the Financial Aid Office.