

Verification Disclosure 2024 Income Tax Filers

FUTURE ACT Direct Data Exchange (FA-DDX)

The best way to verify income is by using the FUTURE ACT Direct Data Exchange (FA-DDX) tool to transfer federal tax information (FTI) from the Internal Revenue Service (IRS) to the FAFSA. You and any contributors must *consent* and approve sharing and importing income tax information from the IRS to the FAFSA form even if the attempt to obtain or use such data is ineffective. If parents are married or not married and living together and filed taxes separately, both parents will need to log in and provide consent to transfer FTI.

To obtain a 2024 IRS Tax Return Transcript

- Get Transcript Online – Go to www.irs.gov, click "Get Your Tax Record." Click "Sign in to your online account." Make sure to request the **"Return Transcript"** and **NOT** the "Account Transcript." Follow the instructions to create an ID.me account if you do not already have one. If you need help creating an ID.me account or verifying your identity, visit the [ID.me IRS Help Site](#).
- Get Transcript by Mail – Go to www.irs.gov, click "Get Your Tax Record." Click "Get Transcript by Mail." Make sure to request the **"Return Transcript"** and **NOT** the "Account Transcript." The transcript is generally received within 10 business days from the IRS's receipt of the online request.
- Automated Telephone Request – 1-800-908-9946. Transcript is generally received within 10 business days from the IRS's receipt of the telephone request.
- Paper Request Form – IRS Form 4506T-EZ or IRS Form 4506-T. The transcript is generally received within 10 business days from the IRS's receipt of the paper request form.

Individuals Granted a Filing Extension by the IRS

An individual who is required to file a 2024 IRS income tax return and has been granted a filing extension by the IRS beyond the automatic six-month extension for tax year 2024, must provide:

- A copy of the IRS's approval of an extension beyond the automatic six-month extension for tax year 2024;
- A signed statement listing the sources of any 2024 income and the amount of income from each source
- A copy of IRS Form W-2 for each source of employment income received or an equivalent document for tax year 2024; **and**
- If self-employed, a signed statement certifying the amount of the individual's Adjusted Gross Income (AGI) and the U.S. income tax paid for tax year 2024.

Note: An individual granted a filing extension beyond the automatic six-month extension may be required to submit tax information using the FA-DDX, by obtaining a transcript from the IRS, or by submitting a copy of the income tax return and the applicable schedules that were filed with the IRS that lists 2024 tax account information.

Individuals Who Filed an Amended IRS Income Tax Return

An individual who filed an amended IRS income tax return for tax year 2024 must provide a signed copy of the 2024 **IRS Form 1040X, "Amended U.S. Individual Income Tax Return,"** that was filed with the IRS or documentation from the IRS that include the change(s) made by the IRS, in addition to one of the following:

- Income and tax information from the IRS on an ISIR record with all tax information from the original tax return;
- A **2024 IRS Tax Return Transcript** (that will only include information from the original tax return and does not have to be signed), or any other IRS tax transcript(s) that includes all of the income and tax information required to be verified; or
- A signed copy of the 2024 IRS Form 1040 and applicable schedules that were filed with the IRS.

Individuals Who Were Victims of IRS Tax-Related Identity Theft

- A copy of the signed 2024 income tax return and applicable schedules the individual filed with the IRS, or an equivalent document provided by the IRS; **and**
- An IRS 4674C letter (a letter from the IRS acknowledging the identity theft) or a statement signed and dated by the tax filer indicating that he or she was a victim of IRS tax-related identity theft and that the IRS is aware of the tax-related identity theft.

Individuals Who Filed Non-IRS Income Tax Returns

A tax filer who filed an income tax return with a tax authority other than the IRS may provide a signed copy of his or her income tax return that was filed with the relevant tax authority. However, if we question the accuracy of the information on the signed copy of the income tax return, the tax filer must provide us with a copy of the tax account information issued by the relevant tax authority before verification can be completed.