

Students who are chosen for Verification must provide tax information for themselves, their spouse (if applicable) and their parent(s) (if dependent). Usually, the easiest option is to return to the FAFSA and use the IRS Data Retrieval Tool (IRS DRT) link if you didn't do so originally.

Option #1 is available for students/parent(s) who:

- Filed their 2021 federal tax return electronically more than 3 weeks ago or a paper return more than 11 weeks ago
- Have a valid Social Security Number
- Have an FSA ID and password

Option #2 must be used by students/parent(s) who:

- Changed marital status after 12/31/21
- Are married and filed separately or Head of Household
- Report a parent marital status of "unmarried and both legal parents living together"
- Filed a Puerto Rican tax return, a foreign tax return, or an IRS Form 1040-NR

Option #1: How to use the IRS Data Retrieval Tool (if you/your parent didn't originally do so)
Student: follow student instructions on studentaid.gov Parent: follow parent instructions on studentaid.gov <p style="text-align: center;">FAFSA corrections are usually received by RCC within 3-5 business days.</p>
Option #2: How to obtain required tax information for Verification
Paper Tax Return: Submit a copy of your <i>signed</i> 2021 federal tax return (1040 and schedules 1/2/3, if filed)
Online Request – PDF: go to the IRS web site , click "Get Transcript Online", sign in with "ID.me" to access your 2021 Tax Return Transcript.
Online Request-Mail: go to the IRS web site , click "Get Transcript by Mail", click "OK", enter the required information to request the 2021 Tax Return Transcript.
Telephone Request: Call the IRS at 1-800-908-9946, follow prompts to request a Tax Return Transcript for 2021. It should arrive within 5-10 calendar days.
Paper Request-Mail: go to the IRS web site , click the "About Form 4506-T" link, click "Form 4506-T." Include the tax form type (1040) in #6, and fill the #6a box. Enter 12/31/2021 as the year or period requested in #9. Mail or fax to the IRS office listed on the back of the form.

If unable to use the Data Retrieval Tool, upload required tax documents to the [Verification web site](#).

Financial Aid Advising

3345 Redwood Highway, Grants Pass, OR 97527

General Phone: 541.956.7501 **Fax:** 541.471.3585

Email: Contact your Financial Aid Advisor based on your pathway
 at <https://www.roguecc.edu/RCCfinAid/>