**HOW TO OBTAIN VERIFICATION OF 2022 INCOME INFORMATION FOR UNUSUAL CIRCUMSTANCES**

As part of federal student aid eligibility, all applicants, will be required to consent and approve sharing and importing income and tax information from the IRS to the FAFSA form, even if the attempt to obtain or use such data is ineffective. In other words, if the student or parents filed separate 2022 IRS income tax returns, both must provide consent and approval to share and import income and tax information from the IRS. In most cases, no further documentation is needed to verify 2022 income information that was transferred into the student’s FAFSA using income and tax information directly from the IRS.

However, your FAFSA was selected for verification by the Department of Education. Since you were unable to use FTI retrieval within the FAFSA, we are unable to verify your IRS information. Below is a list of unusual circumstances in retrieving IRS information. Please chose the appropriate circumstance and provide the information that follows.

**Individuals Granted a Filing Extension by the IRS**

1. A signed statement listing the sources of any 2022 income and the amount of income from each source.
2. A copy of the IRS's approval of an extension beyond the automatic six-month extension for tax year 2022.
3. A copy of IRS Form W–2 for each source of employment income received or an equivalent document for tax year 2022; **and**
4. 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 2022.

**Individuals Who Filed an Amended IRS Income Tax Return**

1. Updated income and tax information from the IRS on an ISIR record with all tax information from the original tax return.
2. A. A 2022 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 the income and tax information required to be verified; **or**

B. A signed copy of the 2022 IRS Form 1040 and the applicable schedules that were filed with the IRS.

**Individuals Who Were Victims of IRS Tax-Related Identity Theft:**

1. A Tax Return DataBase View (TRDBV) transcript obtained from the IRS or, if unable to obtain a TRDBV, an equivalent document provided by the IRS or a copy of the signed 2022 income tax return and applicable schedules the individual filed with the IRS; **and**
2. 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**

1. 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.