ANDERSON UNIVERSITY
Knowledge for *your* Journey

Simplify the process by using the IRS Data Retrieval Tool when tax return data is requested – saves you time and expedites the application process.

The U.S. Department of Education and the Internal Revenue Service have worked together to develop a process called the IRS Data Retrieval Tool to simplify the steps that students and families must take each year to complete the Free Application for Federal Student Aid (FAFSA).

Students and parents are able to use the IRS Data Retrieval Tool to transfer tax information within FAFSA on the Web. **We strongly encourage you to transfer your tax information when it is requested as you complete your FAFSA online.** This option will stream-line and expedite the processing of your financial aid application.

To successfully use the IRS Data Retrieval Tool you must:
- Have a federal tax return filed with the IRS
- Have a valid social security number
- Have a Federal Student Aid ID (FSA ID)

You will be UNABLE to use IRS Data Retrieval Tool if any of the following apply:
- Your marital status changes after December 31
- You filed "married filing separately"
- You filed a foreign tax return

If your FAFSA is selected for verification and you chose NOT to use this tool, or you changed the IRS data, you will be required to request a tax transcript from the IRS and submit it to the Office of Financial Aid & Scholarships. Personal copies of tax returns cannot be accepted.

Advantages of Using the IRS Data Retrieval Tool

- By using the IRS Data Retrieval Tool, you significantly lower the chances you are selected for verification which will save you time and expedite the application process.

- If your FAFSA is selected for verification and you used the IRS Data Retrieval Tool, you will not be required to submit a tax return transcript.

- For additional information, visit https://andersonuniversity.edu/admission/financial-aid/irs-data-retrieval-tool.

Use the IRS Data Retrieval Tool
to transfer tax information within FAFSA on the Web