

## News you can use from the Financial Aid Office

Some helpful hints for your students!

The IRS Data Retrieval Tool function of the FAFSA is currently unavailable. The IRS and the Department of Education recently issued a joint statement saying the tool will be unavailable for several weeks, and that the IRS decided to “temporarily suspend” the tool due to concerns over identity theft. Students and parents are still encouraged to complete the FAFSA using their 2015 tax information and manually enter the correct data. Once the IRS Data Retrieval Tool is available again, a student/parent can update their tax information using the IRS Data Retrieval Tool.

If a student is selected for verification and needs to provide IRS-verified tax information, we encourage students and parents to request a Tax Return Transcript in one of the following ways:

- **Request a Tax Return Transcript online**
  - Go to <http://www.irs.gov/transcript>
  - Click “Get Transcript by MAIL”
  - Enter SSN, DOB, Street Address, ZIP
  - Select “RETURN TRANSCRIPT”
  - Select “2015”
- **Call the IRS to request a Tax Return Transcript be mailed**
  - Call the IRS at 1-800-908-9946 to order a 2015 Tax *Return* Transcript
- **Complete a Form 4506-T**
  - This is the only method to get notification for a non-filer and also for a taxpayer that has moved and he/she is requesting a Tax Return Transcript.
  - Here is the link to the 4506-T form from the IRS: <https://www.irs.gov/pub/irs-pdf/f4506t.pdf>.

Let us know if there is other information that you would like to hear from our organization by emailing Becky Pribyl, SDASFAA President at [becky.pribyl@northern.edu](mailto:becky.pribyl@northern.edu).

Your friends at SDASFAA,



South Dakota Association of Student  
Financial Aid Administrators