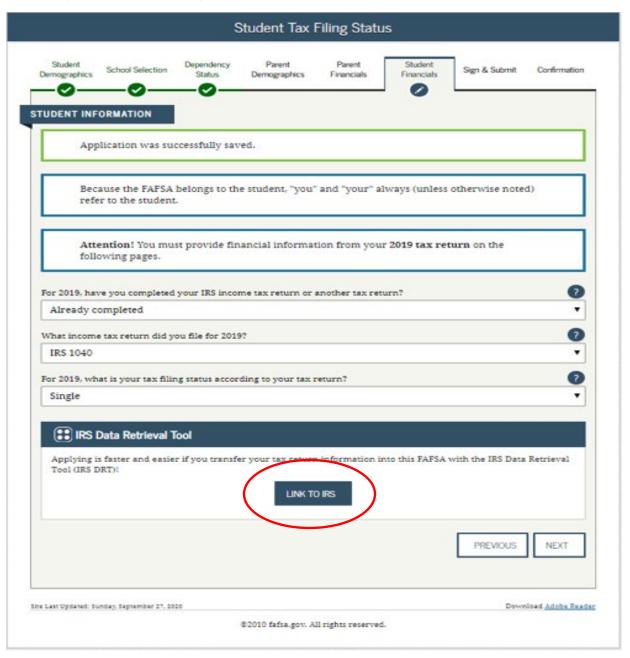
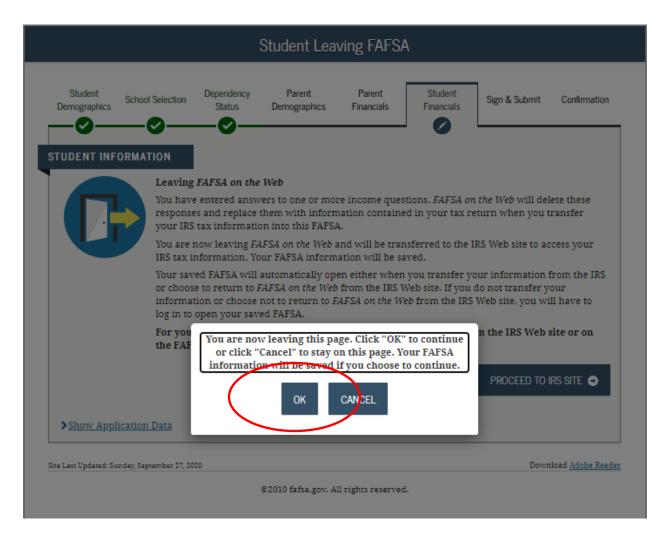
The IRS **Data Retrieval Tool** (IRS DRT) allows students and parents who filed a U.S. tax return with the Internal Revenue Service (IRS) to access the IRS tax return information needed to complete the Free Application for Federal Student Aid (FAFSA®) form and to transfer the data directly into their FAFSA form.

Not everyone will be able to use this process due to a variety of different reasons. You may need to manually enter the tax information.



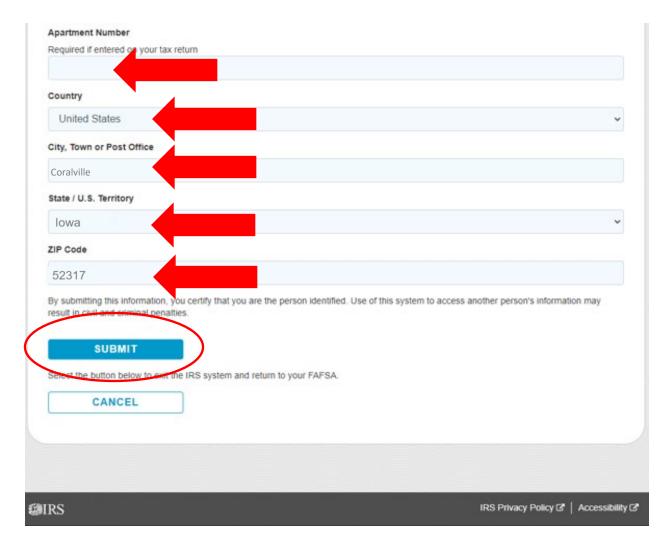
On the FAFSA you should be in the Financials section where you enter the tax information and click on "LINK TO IRS."



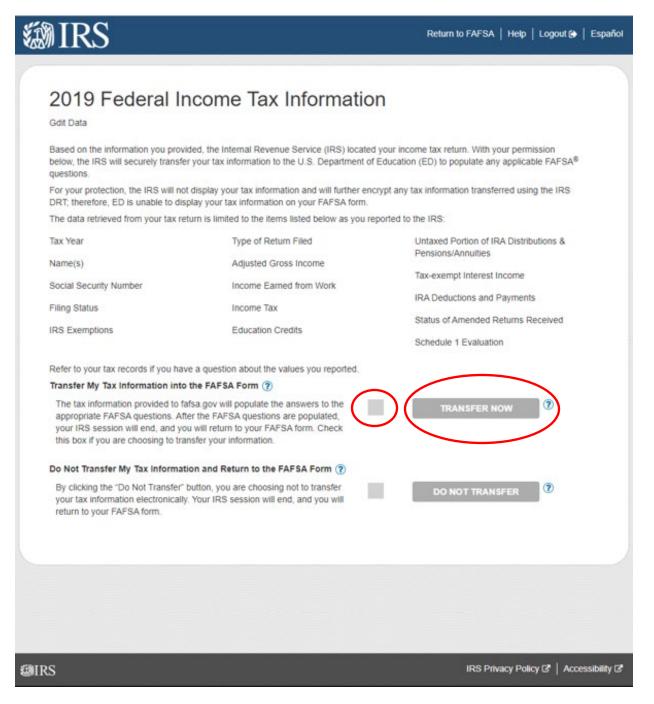
A popup will ask you if you want to leave the page. Click "OK" to go to the IRS website and continue the process.



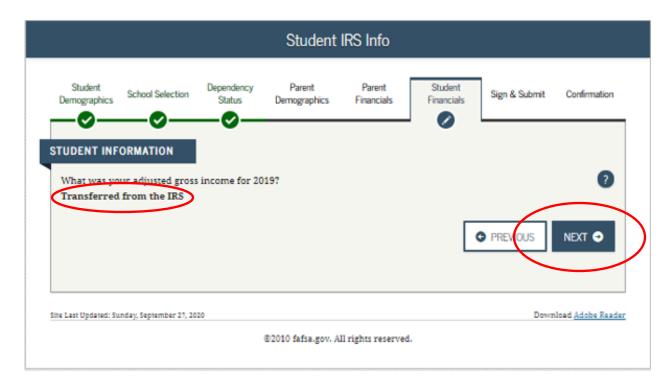
Some of the information will already be filled in. You need to make sure that everything matches the information on your 2019 federal tax return. This includes all capitalization, spaces, and abbreviations in the address. If you do not have a PO Box or Apartment number leave those spaces blank.



Once everything is filled in correctly, click on "SUBMIT."



If the IRS tax data is located and can be transferred, you will see the screen shown above. Check the first box then click the "TRANSFER NOW" button next to it.



Do not close the tab or your browser. It may take a minute or two for the process to work. Once the transfer is complete, it should take you to the page that asks, "What was your adjusted gross income for 2019?" Directly below that question should say, "Transferred from the IRS." You can then click on "NEXT" to continue completing your FAFSA.

Only certain information is transferred through this process so you still may need to provide tax data such as Income earned from work.