

## **IRS Tax Transcript Request Update**

ATTENTION STUDENTS: The IRS has temporarily shut down the online Get Transcript service. In the meantime, if the Financial Aid Office is requesting a tax transcript from students or parents, they can request a tax transcript by mail using **the IRS Get Transcript by mail service** website and choosing "Get Transcript by Mail". The Transcripts will then be mailed to the address the IRS has on file within 5 to 10 business days.

The IRS DRT (Data Retrieval Tool) function is not affected at this time. Students and parents are still able to link their tax information to their FAFSA using the IRS DRT tool.