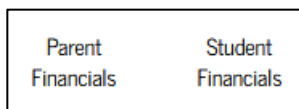


Options to Submit 2019 Tax Information

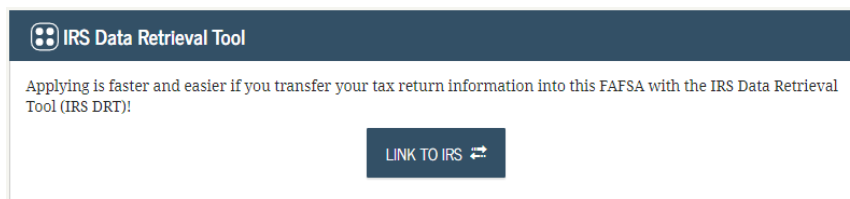
Option 1: IRS Upload on FAFSA (Recommended)

Does not work if your current marital status conflicts with your 2019 Tax filing status

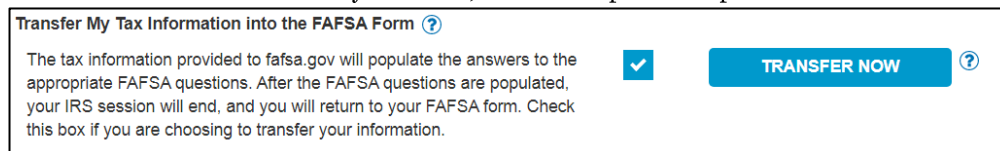
- Log in at <https://studentaid.gov/> with student information
- Click on either the “Parent Financials” or “Student Financials” tab



- If you and/or your parent(s) have completed your/their 2019 Income Tax Return, click on “Link to IRS”



- You will be directed from the FAFSA website to the IRS website (If uploading Parent information, your parent will need to log in with their FSA ID when prompted)
- Fill in the required information on the IRS Link (Street Address/P.O. Box, City, State, Zip)
*Note: The address that you type in must match the format that was used on your tax return or it will not link the information
- When information is successfully matched, select the option to upload to the FAFSA



Option 2: Online Request for IRS Tax Return Transcript

Do not use this option if your current address is different from your 2019 Tax Return

- Available on the IRS Website www.irs.gov
- Under Tools select “Get Your Tax Record”
- Select “Get Transcript by Mail” to request the transcript
- Follow instructions and select ‘Return Transcript’ from type and select the appropriate year (2019)
- You will receive a tax transcript in the mail in 5-10 days to the address on the 2019 tax return
- You can also create an online account on the IRS website to get your transcript electronically, however this service will require a personal account number (i.e. credit card, mortgage, car loan, etc.)

Option 3: Submit a signed copy of your 2019 Tax Return

- Whether your Tax Return was prepared by a professional or self-prepared, we can now accept copies of your Federal Tax Return
- If your taxes were self-prepared, please sign on the designated signature line on Page 2
- You must submit all pages of your Federal Return, including all Schedules
- You can mail your signed copies in the included return envelope

FOR SECURITY PURPOSES, DO NOT EMAIL COPIES OF YOUR TAX RETURN/TRANSCRIPT TO
MCPHERSON COLLEGE.

Please contact us at (620) 242-0400 for help with submitting documents