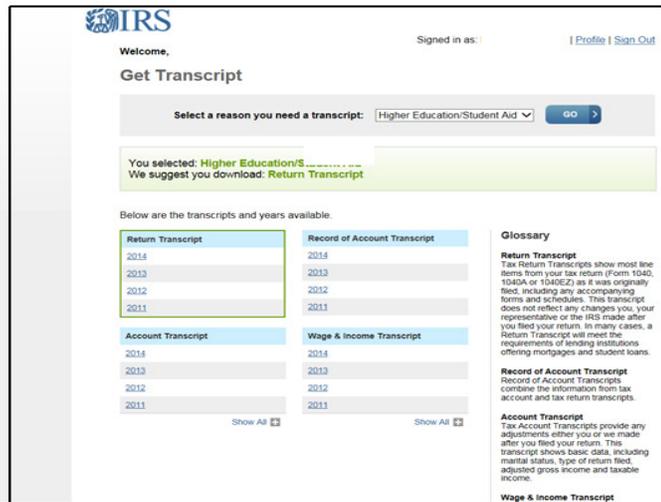


Printing Your Federal IRS Tax Return Transcript

1. Go to **www.irs.gov**.
2. Choose “Get Transcript of your Tax Records.”
3. You will have the option to access your transcript online or request one to be mailed to you. To view and print your transcript immediately, click on the ‘Get Transcript Online’ option:



4. First time users must click “Create an Account.” Complete the required name and email fields and click “Send Email Confirmation Code.”
5. Wait to receive your confirmation code via the email address you listed. **This may take a few minutes.**
6. Once you have your confirmation code, enter the code in the “Enter Confirmation Code” box and click “Verify Email Confirmation Code.”
7. Complete the personal information questions on the next screen then click “Continue” to sign in as a guest for a one-time use of the site.
8. After you click continue, you will be brought to a screen that will present you with questions that **must** be answered correctly so that **irs.gov** can validate your identity. Once you answer the questions, hit continue: **(NOTE: If you are unable to answer all of the questions correctly, you will be forced to start from the beginning.)**
9. If all questions were answered correctly, you will be given the opportunity to select the transcript information. Select the reason as “Higher Education/Student Aid” then select the correct year for the Return Transcript you are attempting to print. You may have to “allow pop-ups” in order to view the final printable transcript.



10. You will be presented with a tax transcript that can either be printed or saved as a PDF (depending on which internet browser you used). If you are unable to complete the identity verification steps, use the [Get Transcript by Mail](#) option. You may also call the IRS's automated phone transcript service at 1-800-908-9946 to receive it by mail.