The IRS Data Retrieval Tool transfers your IRS tax information directly into your FAFSA.

If you file your taxes electronically and do not owe tax then the IRS Data Retrieval tool should be available about 3 weeks after filing. Paper filers will have to wait 8 to 11 weeks before the taxes are available

To use the Data Retrieval Tool, complete the following steps:

- Go to www.fafsa.ed.gov and select the "Make a Correction" under Returning User
- Log in using the **student's:** name, Social Security number, and date of birth
- Select "Make FAFSA Correction" Enter your Pin number

Instructions for the parent to request the parent IRS information:

1. Go to "Parent Financial Information" page
2. Answer the questions in the first box to see if you are eligible to use the IRS Data Retrieval Tool
3. If eligible, select which parent is providing information on the FAFSA
4. Enter the PIN for the parent providing the information
5. Click "Link to IRS"
6. Review the information displayed and select the "Transfer My Information into the FAFSA" option
7. After clicking **Transfer Now** you will get a response that reads "You have successfully transferred your 2015 tax information."
8. Proceed to the Sign and Submit page and submit the correction signing with your pin number

Instructions for the student to request the student IRS information:

1. Go to "Student Financial Information" page
2. Answer the questions in the first box to see if you are eligible to use the IRS Data Retrieval Tool
3. If eligible, click "Link to IRS"
4. Review the information displayed and select the "Transfer My Information into the FAFSA" option
5. After clicking **Transfer Now** you will get a response that reads "You have successfully transferred your 2015 tax information."
6. Proceed to the Sign and Submit page and submit the correction signing with your pin number