

IRS Tax Return Transcript Request Process – Online Request 2023-2024

OFFICE OF FINANCIAL AID WINTHROP UNIVERSITY

Tax filers can request a transcript, free of charge, of their **2021** tax return from the IRS. The **Online Request** method may not work for all tax filers. If it does not work for you, review the [IRS Tax Return Transcript Request](#) for how to request a tax transcript by mail.

Online Request PDF (Preferred Method)

- Available on the IRS Web site at <http://www.irs.gov/Individuals/Get-Transcript>
- Click **Get Transcript Online** button

Get Your Tax Record

English | Español | 中文(简体) | 中文(繁體) | 한국어 | Русский | Tiếng Việt | Kreyòl Ayisyen

Individuals

- How to File
- When to File
- Where to File
- Your Information
 - Tax Record (Transcript)**
 - Third Party Authorization
- Students
- Employees
- Parents
- Military
- Seniors & Retirees

Business

- Charities and Nonprofits
- International Taxpayers

Order copies of tax records including transcripts of past tax returns, tax account information, wage and income statements and non-filer letters.

If you want to find out how much you owe, verify your payment history, get your prior year Adjusted Gross Income (AGI) to e-file or see other tax information, you may not need a transcript. View this information in [your tax account](#) instead.

The method you used to file your tax return (e-file or paper) and whether you had a balance due affects [your current year transcript availability](#).

Request Online
Request your transcript online for the fastest result.

What You Need
If you don't have an existing IRS username or ID.me account, have your photo identification ready.

What You Get

- All [transcript types](#) are available online
- View, print or download your transcript
- Verify your identity once, and you can easily return later to get a transcript or use other IRS online services.

Get Transcript Online

Caution: This service is for individual taxpayers to retrieve their own transcripts for their own purposes. Use by any other entities is prohibited.

- **Sign In** (you may have to create an account)
- Once you are logged in, choose **Higher Education/Student Aid** as the reason you are requesting a tax transcript. Press **Go**.
- In the **Return Transcript** box click **2021**. If 2021 is not showing available, your tax return transcript is not available yet for downloading. Do not choose any other type of transcript. Only the **Return Transcript** can be submitted for this process.
- Your tax transcript will appear as a PDF. Save it to your computer or print. **Write the student's Winthrop ID number on each page**. Submit a copy to the Office of Financial Aid.

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