

Federal Regulation change effecting required verification documents--tax transcripts

The regulation change only applies to students who are selected for verification.

Verification is a review process in which the Office of Student Financial Assistance determines the accuracy of the information provided on the FAFSA. Financial aid applications are randomly selected by the Federal government for verification. During the verification process the student and/or parent(s) will be required to submit documentation for the information listed (or not listed) on the FAFSA.

Due to changes implemented by the Federal government, we are now **required to collect tax transcripts and can no longer accept copies of tax returns**. Please encourage all students and families you encounter to access the new IRS Data Retrieval Tool when they file the FAFSA. If they are unable to access it and are selected for verification they are required to provide a copy of the IRS Tax Return Transcripts.

We will continue to communicate this directly to students as a part of our ongoing process, but wanted to make the WCC community aware as well, since this is a significant change.

Below you will find the general link for ordering tax transcripts. **You can download and print your transcript immediately or request the transcript be mailed to your address on record.**

<http://www.irs.gov/individuals/article/0,,id=232168,00.html>

The national number for the IRS is (800) 829-1040.

The local IRS office address is: 210 E. Post Road, White Plains, NY 10601

Hours: Monday – Friday 8:30am – 4:30pm

The local IRS number is (914) 684-7302 and can be used for making appointments.*

*Note: When you call, you will reach a recorded business message with information about office hours, locations and services provided in that office. You may leave a message to request an appointment for help resolving a tax issue or to reschedule an existing appointment. You will receive a return call within two business days.