How to Transfer your IRS Tax Information Directly into Your FAFSA

The IRS Data Retrieval Tool transfers your IRS tax information directly into your FAFSA. To use the Data Retrieval Tool, complete the following steps:

- Go to www.fafsa.ed.gov and select the “Start Here” button
- Log in using the student's: name, PIN, Social Security number, and date of birth
- Select the “Continue” or “Make a Correction” button
- Select the "Financial Information" tab from the top of the page

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

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. Proceed to the Sign and Submit page