



INDIVIDUAL TAX TRANSCRIPT REQUEST

Your federal tax return information, tax return transcripts and tax account transcripts can be obtained by phone, mail or fax

PHONE:

Request transcripts by calling:

1-800-908-9946

MAIL:

Request transcripts by mailing IRS Form 4506T (Request for Transcript of Tax Return) to:

IRS at RAIVS Team
P.O. Box 47-421
Stop 91
Doraville, GA 30362
(North Carolina Residents Only)

FAX:

Request transcripts by faxing IRS Form 4506T (Request for Transcript of Tax Return) to:

IRS at RAIVS Team
1-770-455-2335

NOTE:

If you did not file taxes for the year you are requesting a tax transcript, you will receive a notification/letter stating the IRS has no tax information on file for you for that particular year. The Financial Aid Department needs this notification/letter.