

Student IRS Tax Transcript

Student IRS Tax Transcript is required to assess the accuracy of information you provided on the FAFSA application.

Note: If you are married and did not file jointly, be sure to attach your spouse's IRS Tax Transcript.

To expedite your application you can use the IRS Data Retrieval Tool found on the FAFSA. You can view a [tutorial](#) via our website on how to use the tool.

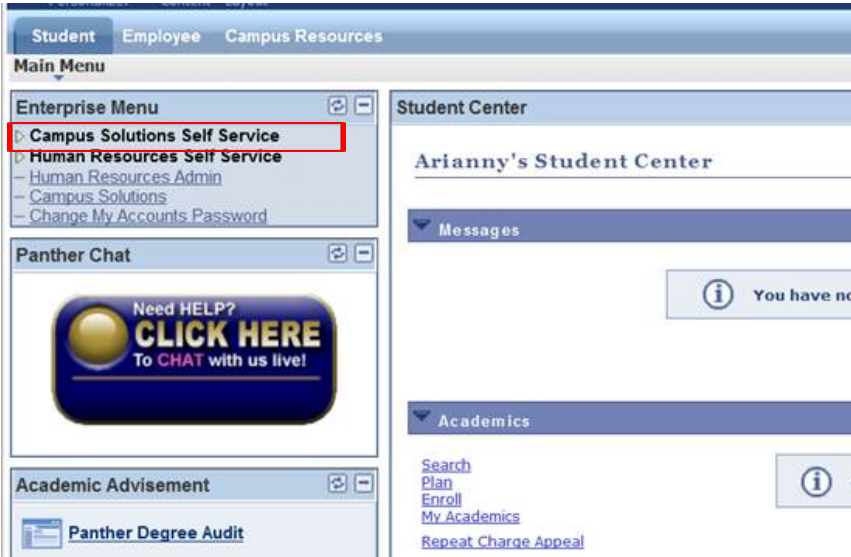
To complete the required form, follow the directions on the tutorial listed below.

Please note Financial Aid Funds WILL NOT be disbursed until the requested information has been received and evaluated.

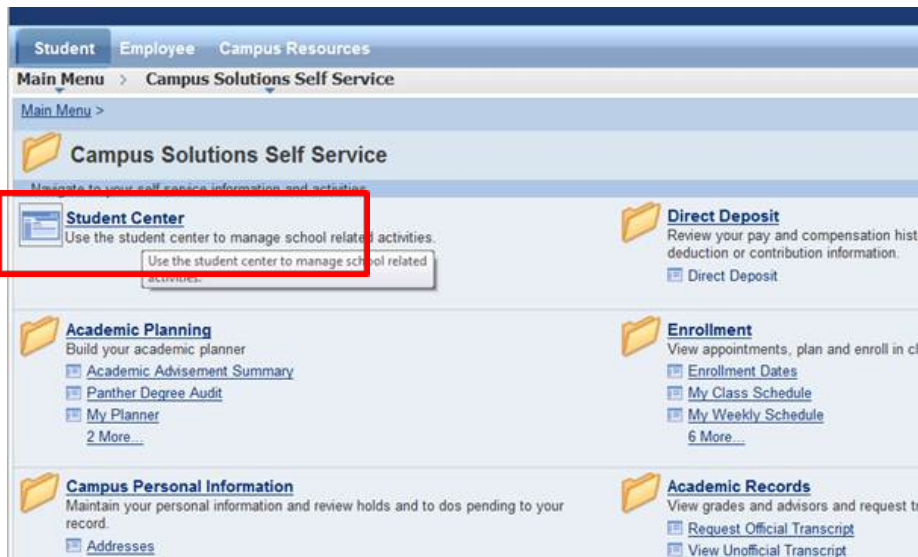
Required Quality Assurance/Verification documents will ONLY be available electronically in your my.fiu.edu account. The Java plugin is required to access the electronic forms. To download the Java plugin, [click here](#).

*******Follow the instructions below to complete the Student Tax Transcript*******

Step 1: Login to my.fiu.edu and click on the **Campus Solutions Self Service** link on the left hand side.



Step 2: Click on the **Student Center** link.



The following page will load and will display the items listed in the "To Do List" that are associated with Quality Assurance/Verification.

Academics

[Search](#)
[Plan](#)
[Enroll](#)
[My Academics](#)
[My Major Match](#)
[Repeat Charge Appeal](#)
[Repeat Eligible Courses](#)

other academic...

Finances

My Account
[Account Inquiry](#)
[Direct Deposit](#)
[Payment Plan](#) **New**

Financial Aid
[View Financial Aid](#)
[Accept/Decline Awards](#)
[Report Other Financial Aid](#)

other financial...

Personal Information

[Demographic Data](#)
[Emergency Contact](#)
[Names](#)
[FACTS-PIN #](#)

Contact Information

[Home Address](#) [Address 2](#)

Account Summary

You owe 3,830.00.

- Due Now 0.00
- Future Due 3,830.00

Currency used is US Dollar.

make a payment

Outstanding Balance

Athletics disb hld from FinAid
Athletics disb hld from FinAid
Athletics disb hld from FinAid
Athletics disb hld from FinAid
Athletics disb hld from FinAid
Athletics disb hld from FinAid

details

To Do List

- [2010 Parent Tax Return](#)
- [2010 Student's Tax Return](#)
- [Additional Verification info](#)
- [Additional Verification info](#)
- Application Fee
- Direct Loan Ent. Counseling
- Direct Loan eMaster Prom. Note
- [Family in College/HH 2011-2012](#)
- [Income Certification Worksheet](#)
- [Non-Tax Filer Parent Statement](#)
- [Statement of Separation](#)
- [W2 Form for 2010 - Parent's](#)
- [W2 Form for 2010 - Student's](#)

details

Enrollment Dates

[Open Enrollment Dates](#)

Finances

My Account
[Account Inquiry](#)
[Direct Deposit](#)
[Payment Plan](#) **New**

Financial Aid
[View Financial Aid](#)
[Accept/Decline Awards](#)
[Report Other Financial Aid](#)

other financial...

make a payment

To Do List

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- [Income Certification Worksheet](#)
- [Non-Tax Filer Parent Statement](#)
- [Statement of Separation](#)
- [W2 Form for 2010 - Parent's](#)

Hot Links

Step 3: Click on the link for **Student Tax Transcript**.

The following page will load and display a general description of the form you are required to submit. Click on **OK** to continue.

About this Checklist

SIRS11= Student Tax Transcript - Cover Sheet

Student IRS Tax Transcript is required to assess the accuracy of information you provided on the FAFSA application.
To complete the required form:



1. Click on OK
2. Attach a copy of your IRS Transcript(s) and click on the submit form button to submit online
OR
3. Print the form and fax in with your IRS Tax Transcript(s) attached to 305-348-0333.

Note: If you are married and did not file jointly, be sure to attach your spouse's IRS Tax Transcript.

To expedite your application you can use the IRS Data Retrieval Tool found on the FAFSA. You can view a [tutorial](#) via our website on how to use the tool.

Financial Aid Funds **WILL NOT** be disbursed until the requested information has been received and evaluated.

The form will load as displayed below.

 
106c7511321R011

Quality Assurance Student/Spouse IRS Tax Transcripts Cover Sheet

Panther ID: [REDACTED]
Student Name: [REDACTED]

If you have any questions, please contact the Financial Aid Office by Phone: (305) 348-7272, Fax: (305) 348-0333, LiveChat: <http://finaid.fiu.edu/>
Financial Aid Office, Florida International University, 11200 SW 8th St, PC-125, Miami, Florida 33199

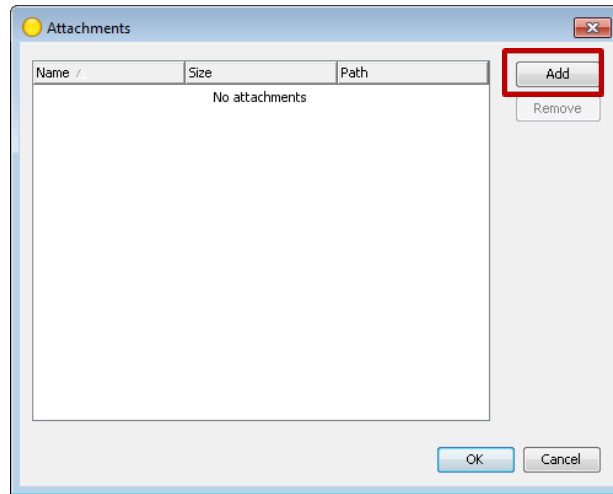
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Step 4: To add an attachment, click on the attachment button. If you choose NOT to submit online, skip to Step 9.

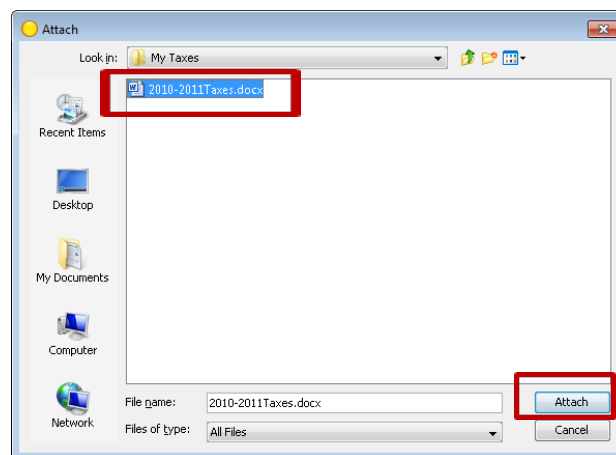
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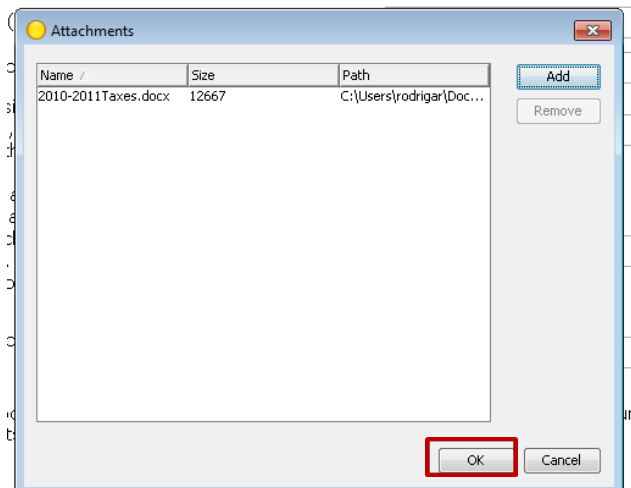
Step 5: A new dialog box will pop up. Click on the **Add** button to add an attachment.



Step 6: Select the file to attach and Click on the **attach** button.



The box will change to display the document you have attached. If you have more than one document to attach, repeat Step 5 to add another attachment. When you are done attaching all documents click on the **OK** button.



The quantity of documents you have attached will be displayed at the bottom of the form.



Step 7: Click on the **Submit Form** to complete your form submission. A confirmation email will be sent once your submission has been received.

Step 8: Once you're done attaching your documents, click on the Submit Form to complete the form submission. A confirmation email will be sent to your FIU email account confirming your submission has been received.

Step 9: **PRINT** the form and fax with ALL required documents to **305-348-0333**. Fax machines are available in the Financial Office in MMC, PC 125.