

Downloading a tax transcript

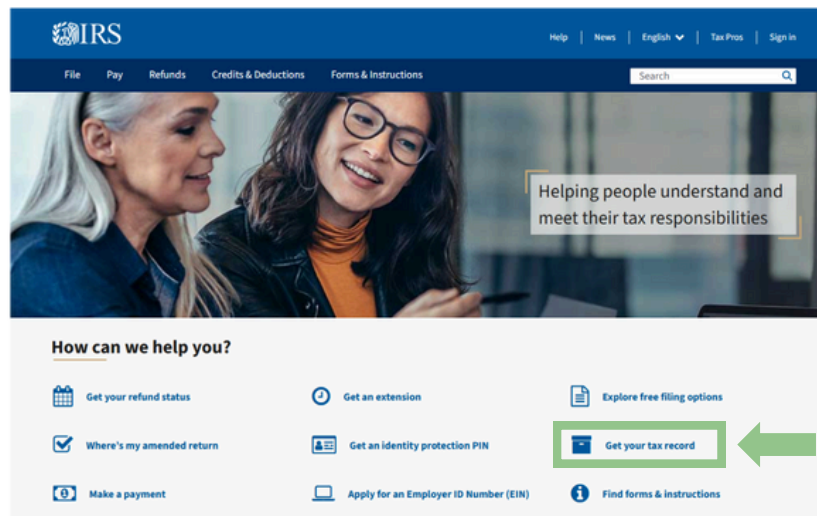
If you are selected for verification, colleges can request that you submit a tax transcript. A tax transcript must be ordered directly from the IRS. Below are instructions for electronically downloading a tax transcript. [Click here if you prefer to watch video instructions](#) on downloading a tax transcript.

In order to download a tax transcript, you (the tax filer) will need to already have or be able to create an IRS account. To create an IRS account the tax filer needs to provide the following information:

- social security number, date of birth, filing status and mailing address from latest tax return
- access to email account
- personal account number from a credit card, mortgage, home equity line of credit or car loan
- a mobile phone with the tax filer's name on the account

[Click here to watch video instructions](#) on creating an IRS account. The rest of this guide walks through the process to download a tax transcript **after** the account has already been created.

Step 1: Go to the website irs.gov and click "Get Your Tax Record".



Step 2: Select "Sign into your online account".

You can access your personal tax records online or by mail, including transcripts of past tax returns, tax account information, wage and income statements, and verification of non-filing letters.

If you need a transcript for your business, find out how to [get a business tax transcript](#).

Access tax records and transcripts in your Individual Online Account

You can view your tax records in your [Individual Online Account](#). This is the fastest, easiest way to:

- View, print or download your transcripts
- Find out how much you owe
- Look at your payment history
- See your prior year adjusted gross income (AGI)
- View other tax records
- Information return documents to assist in filing your claims

Sign in to your online account



Note: 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](#).

Step 3: If you already have an ID.me account, sign in now. Or, create an ID.me account If you are a new user.

The IRS offers a sign-in option with ID.me, which offers access to IRS online services with a secure account that protects your privacy.

ID.me is an account created, maintained, and secured by a technology provider.

If you don't have an ID.me account, you must create a new account.

Sign in with an existing account

Sign in with **ID.me**

OR

Create a new account

ID.me Create an account

Step 4: Complete authentication.

COMPLETE YOUR SIGN IN

1 — 2 — 3

Receive a code by phone

Text me

Call me

You will receive a code at the following number

(***)-***-809

If you've changed phone numbers or carriers from when you previously set up multi-factor authentication, please [update your settings here](#).

Continue

Step 5: If the college asked you to enter a "Customer File Number" you would enter it here.

This page lists the transcripts currently available online. To request a transcript for a tax year not available, you must submit [Form 4506-T](#).

Customer File Number

Add Customer File Number. Leave the entry blank if you were not directed by a third-party to enter the number. [?](#)
Up to 10 digits, no letters or special characters. Do not use a Social Security Number (SSN), Individual Taxpayer Identification Number (ITIN), or Employer ID Number (EIN).

Add to all transcripts

Step 6: For transcript type, choose "2024" in the "Return Transcript" box.

Account Transcripts

These transcripts show changes you or the IRS made after the original return was filed, such as making estimated tax payments or filing an amended return.

Available transcripts [?](#)

- 2024 Account Transcript [PDF] [EN](#) [?](#)
- 2023 Account Transcript [PDF] [EN](#) [?](#)
- 2022 Account Transcript [PDF] [EN](#) [?](#)
- 2021 Account Transcript [PDF] [EN](#) [?](#)

[Show more transcripts](#) v

Return Transcripts

These transcripts show most line items from your Form 1040-series tax return as it was originally filed, including associated forms and schedules. Lending institutions offering mortgages often accept return transcripts.

Available transcripts [?](#)

- 2024 Return Transcript [PDF] [EN](#) [?](#)
- 2023 Return Transcript [PDF] [EN](#) [?](#)
- 2022 Return Transcript [PDF] [EN](#) [?](#)
- 2021 Return Transcript [PDF] [EN](#) [?](#)

Wage & Income Transcripts

These transcripts show data from information returns, such as W-2s, 1098s, and 1099s reported to the IRS. The transcript may not be complete until all earnings are reported.

Available transcripts [?](#)

- 2024 Wage & Income Transcript [PDF] [EN](#) [?](#)
- 2023 Wage & Income Transcript [PDF] [EN](#) [?](#)
- 2022 Wage & Income Transcript [PDF] [EN](#) [?](#)
- 2021 Wage & Income Transcript [PDF] [EN](#) [?](#)

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Record of Account Transcripts

These transcripts combine the information from return and account transcripts.

Available transcripts [?](#)

- 2024 Record of Account Transcript [PDF] [EN](#) [?](#)
- 2023 Record of Account Transcript [PDF] [EN](#) [?](#)
- 2022 Record of Account Transcript [PDF] [EN](#) [?](#)
- 2021 Record of Account Transcript [PDF] [EN](#) [?](#)

Step 7: Your 2024 tax transcript should download immediately. Save a copy in a safe place and follow the instructions from your college(s).

Internal Revenue Service
United States Department of the Treasury

This Product Contains Sensitive Taxpayer Data

Request Date: 02-26-2025
Response Date: 02-26-2025
Tracking Number:

Tax Return Transcript

SSN Provided:
Tax Period Ending:

The following items reflect the amount as shown on the return (PR), and the amount as adjusted (FC), if applicable. They do not show subsequent activity on the account.

NAME(S) SHOWN ON RETURN:
ADDRESS:

SSN:
SPOUSE SSN:

FILING STATUS:
FORM NUMBER:
CYCLE POSTED:
RECEIVED DATE:
REMITTANCE:
EXEMPTION NUMBER:

If you are unable to order the transcript online, please reach out to your uAspire advisor for alternative options.