

## How to Transfer Your IRS Tax Information Directly into Your FAFSA

You may have received an email from Federal Student Aid recommending that you use the IRS Data Retrieval Tool to transfer tax information directly from the IRS 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 [fafsa.ed.gov](https://fafsa.ed.gov) and select the “Start Here” button
- Log in using your FSA ID
- 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 FSA ID 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

*Some schools may require you to complete your FAFSA using the IRS Data Retrieval Tool, but it is optional for Penn State.*

If you'd like to know more about the tool, [FinAid offers a in depth summary](#) on their website.

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