

Financial Aid & Scholarship Office
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Fax: 530-898-6883

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Website: www.csuchico.edu/fa
Instagram: [chicostatefinaid](https://www.instagram.com/chicostatefinaid)

VERIFICATION OF TAX INFORMATION

If you are selected for verification, you may be required to submit a signed copy of your 1040 with all schedules attached or a Federal Tax Return Transcript.

Requesting a Tax Return Transcript:

Do not request delivery of a Tax Return Transcript directly to our office. If requested, upload the tax transcript to your Financial Aid Account at csuchico.studentforms.com. Please be aware that tax return transcripts are two-sided so be sure to upload both sides of the document. If you have problems uploading the tax transcript, please call our office at 530-898-6451.

Request Method	Where?	What?	When?	Directly Mailed to Chico State?
Online	www.irs.gov/transcript	Order electronic transcript online or paper transcript by mail	Immediate for electronic or 5-10 days by mail	No
IRS2Go Mobile App	App available at Google Play Store, App Store or Amazon (free)	Paper	5-10 days	No
Telephone	(800) 908-9946	Paper	5-10 days	No
IRS Form 4506T-EZ	www.irs.gov/form4506tez (print the form and mail or fax it to the IRS)	Paper	5-10 days from IRS receipt of form	No