



JOHN A. LOGAN COLLEGE  
Financial Aid Office  
700 Logan College Drive  
Carterville, Illinois 62918

## IRS Verification of Nontax-filing Letter - 2017

Provides proof that the IRS has no record of a filed Form 1040, 1040A or 1040EZ for the year you requested. It doesn't indicate whether you were required to file a return for that year.

### Ways to Get Letter

- You may register to use Get Transcript Online at [www.irs.gov](http://www.irs.gov)
  - Go to [www.irs.gov](http://www.irs.gov)
  - Click *Get My Tax Record* from the homepage.
  - Choose either *Get Transcript Online* or *Get Transcript by Mail*To register and use the Get Transcript Online service, you need:
  - Your SSN, date of birth, filing status and mailing address from latest tax return,
  - access to your email account,
  - your personal account number from a credit card, mortgage, home equity loan, home equity line of credit or car loan, and a mobile phone with your name on the account.To use the Get Transcript by Mail service, you need your:
  - SSN or Individual Tax Identification Number (ITIN),
  - Date of birth, and
  - Mailing address
  
- You may also request a Non-filing letter by faxing/ mailing Form 4506-T, Request for Transcript of Tax Return as instructed on the form.
  - Go to [www.irs.gov](http://www.irs.gov)
  - Search for form 4506-T
  - Follow instructions on formNote: \*DO NOT use form 4506, Request for Copy of Tax Return as there is a fee.

Once letter is obtained please either mail, email, fax, or bring in person to the John A. Logan College Financial Aid Office.

Phone: (618) 985-3741 Fax: (618) 985-4116 or (618) 985-9751  
Financial Aid Email: [financialaid.info@jalc.edu](mailto:financialaid.info@jalc.edu) WEB SITE: <http://www.jalc.edu>

*John A. Logan College does not discriminate on the basis of race, religion, color, national origin, disability, age, or gender.*