
Requesting Taxes by Phone

1. **Call 1-800-829-1040**
 - If calling from the Financial Aid Office, dial 8 to get our and then the number.
2. **Press 2** “For question about your personal income taxes”
3. **Press 1** “For questions about a form you have already submitted, your tax history, or payment”
4. **Press 4** “For all other questions including your tax history or payment”
5. **Press 2** “For all other questions including your tax history or payment”
6. **Press 2 (again)** Don’t put in your Social Security number. Wait for other options.
“For personal or individual tax related questions”
7. Wait on the line for an IRS employee to help you
8. Request a **Computerized Copy/Printout**, or a **Line Item Summary** of your **tax return** and copies of your **W-2** forms.

NOTE:

- It should have the line numbers from your tax form with the amounts that are on each line.
- Do **NOT** get a copy of form 1722
- Make sure it is **FREE!!!**
- Do **NOT** hang up the phone until someone at the Financial Aid Office verifies that we have received the correct forms.

If the call center you have reached has fax capabilities they can fax it to our office, just ask.

BYU-Idaho Financial Aid Office
FAX # (208) 496-1603