

2023-2024 – Instructions for Obtaining IRS Form W2

If you were selected for verification, you may be required to submit W2s. If you no longer have copies and cannot obtain copies through the employer, the IRS Form W2 is available with an IRS online account or by mail with a 4506-T.

IRS Online Account

You can establish an account with the IRS to request copies of various tax documents, including W2s, 1099s, Tax Return Transcripts, Tax Accounts Transcripts and more.

1. Go to www.irs.gov and click “Get Your Tax Record”
2. Click “Get Transcript Online”
3. You must set up an account with ID.me to access your records
4. If requesting by mail, click on “Get Transcript by Mail” and enter your personal information
5. For W2s, select “Wage & Income Transcript” for 2021

IRS Wage Statement

If you are unable to establish an account with the IRS or submit the online request for mailed transcripts, you can obtain copies of W2s by mail with IRS Form 4506-T. This form is available through the BCC Financial Aid Office or through the IRS.

Order by Mail (order by mail or FAX and receive by mail)
<ol style="list-style-type: none">a. Complete the Form 4506-T: Request for Transcript of Tax Return (form is available on the college website) www.BristolCC.edu > Current Students > Financial Aid > Formsb. Complete questions 1-5 as applicablec. Check box 8 and write in “12/31/2021” under Section 9d. Sign the form and mail or FAX to the address or FAX number on the form

All documents for your financial aid file can be delivered in person or mailed to:

Financial Aid Office Bristol Community College 777 Elsbree Street Fall River, MA 02720