

SIERRA COLLEGE

Financial Aid Office • 5000 Rocklin Rd • Rocklin CA 95677 • (916) 660-7310 • Fax (916) 630-4541

Dear Student:

You have been selected for a process called Verification. The U.S. Department of Education is asking Sierra College to verify the accuracy of your application. This is part of the U.S. Department of Education's Quality Control Program. Financial Aid can't be processed until we have completed the verification process.

We are not allowed to receive a copy of your IRS Form 1040 (as we have done for many years). We are now required to collect an IRS Tax Transcript. An IRS Transcript is:

A tax return transcript shows most line items from your tax return (Form 1040, 1040A or 1040EZ) as it was originally filed, including any accompanying forms and schedules. It does not reflect any changes you, your representative or the IRS made after the return was filed. In many cases, a return transcript will meet the requirements of lending institutions such as those offering mortgages and for applying for student loans.

A tax account transcript shows any later adjustments either you or the IRS made after the tax return was filed. This transcript shows basic data, including marital status, type of return filed, adjusted gross income, and taxable income.

Tax Transcripts will not be available to students until Feb 1, 2012. If you have not filed your taxes you will need to do so before we can continue to process your request for financial aid.

You have 3 ways you can receive a transcript. You may call 1-800-908-9946 and follow the prompt in the recorded message. Or you can go in person to the IRS office on located at 4330 Watt Ave, Sacramento, CA to receive a printout. Or you may request a Transcript on line at <http://www.irs.gov> and look for the online tool Order a Transcript.

Thank you,

Financial Aid Office