



California State University, Sacramento
Financial Aid Office, Lassen Hall 1006
6000 J Street, Sacramento, CA 95819-6044
Phone: (916) 278-6554
FAX: (916) 278-6082

Student Name: _____

Sac State ID#:

Parent Tax Extension Cover Sheet

Please complete the following steps:

- ☐ Submit a copy of 2013 IRS Form 4868.
- ☐ Print the student's name and Sac State ID clearly at the top of Form 4868.
- ☐ Attach this cover sheet to your Form 4868.
- ☐ Tax extensions expire on **October 15, 2014**. Utilize the IRS Data Retrieval functionality of the FAFSA on the Web at www.fafsa.gov or submit a 2013 Tax Return Transcript.

Online Tax Return Transcript Request

- Print your Tax Return Transcript at www.irs.gov/Individuals/Get-Transcript
- Tax documents are available in real time and may be saved and/or printed

Mail Tax Return Transcript Request

- Request is available at www.irs.gov/Individuals/Get-Transcript
- Transcripts arrive in 5 to 10 calendar days

Telephone Tax Return Transcript Request

- Available from the IRS by calling **1-800-908-9946**
- If successfully validated, tax filers can expect to receive a paper IRS Tax Return Transcript at the address used in their telephone request, within 5 to 10 days from the time the IRS receives the request