

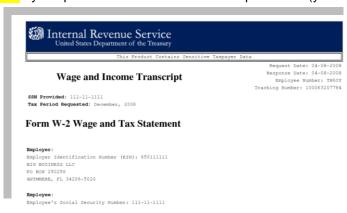
DOCUMENTS THAT CAN BE ACCEPTED INCLUDE:

1. Copy of actual W-2('s) from employer

a Control number				ation is being fur				
	OMB No. 1545-0			d to file a tax retu d on you if this inc				
b Employer identification number			1 Wages, tips, other compensation			2 Federal income tax withheld		
c Erreptoyer's name, address, and ZIP code			3 Social security wages			4 Social security tax withheld		
			5 Medicare wages and tips			6 Medicare tox withheld		
			7 Social security tips			8 Allocated tips		
d Employee's social security number			9 Advance EIC payment			10 Dependent care benefits		
e Employee's first name and initial Last name			11 Nonqualified plans			12a See instructions for box 12		
			13 Statute employ	ry Retrement	Third-party sick play	12b		
			14 Other			12c		
						12d		
f Employee's address and ZIP code								
15 State Employer's state ID number 16	State wages, tips, etc.	17 State incom	e tox	16 Local wages, t	ipe, etc.	19 Local inc	me tax	20 Locality name
W-2 Wage and Tax				Dep	artment o	f the Treasur	y—Internal I	Revenue Service

2. **Signed** copy of Wage and Income Transcript for individual(s)

MUST BE SIGNED by the person whose information is represented (you or your Parents/Spouse)



HOW TO REQUEST WAGE & INCOME TRANSRIPT:

Submit IRS Form 4506-T to the IRS by mail or fax

W-2 or "Wage and Income" Transcripts, as well as Tax Return Transcripts and Verification of Non-Filing letters, may be requested by paper form by submitting the IRS Form 4506-T. The form must be sent to the IRS by fax or mail. Instructions are included on the 4506-T form. This IRS Request form may be retrieved on the IRS website www.irs.gov or our office can supply one to you.

IRS Requests are responded to by mail to the requestor, usually within 5-10 business days.

Non-Discrimination Notice: To provide equal employment, advancement and learning opportunities to all individuals, employment and student admission decisions at Barton will be based on merit, qualifications, and abilities. Barton County Community College does not discriminate on the basis of race, color, national origin, sex, disability, age or any characteristic protected by law in all aspects of employment and admission in its education programs or activities. Any person having inquiries concerning Barton County Community College's non-discrimination compliance policy, including the application of Equal Opportunity Employment, Titles IV, VI, VII, IX, Section 504 and the implementing regulations, is directed to contact the College's Compliance Officer, Barton County Community College, Room A-105, Great Bend, Kansas 67530. Any person may also contact the Director, Office of Civil Rights, U.S. Department of Education, Washington, DC 20201.