



## 2025-2026 Request for Release of Federal Tax Information (FTI)

The Family Educational Rights and Privacy Act of 1974 (FERPA) protects the privacy of a student's educational records. The Higher Education Act (HEA) of 1965, as amended, further restricts the use of the Free Application Federal Student Aid (FAFSA) data and states that information collected on the FAFSA form must be used only for the application, award, and administration of federal, state, or institutional aid programs. The Internal Revenue Code requires your consent to disclose Federal Tax Information (FTI) under 23 U.S.C. Section 6103(l)(13). For these reasons, the University of Wyoming's (UW) Office of Scholarships and Financial Aid (OSFA) must obtain your written consent to release FTI data collected from your 2025-2026 FAFSA.

### What is Federal Tax Information (FTI)?

FTI is any information obtained from the Internal Revenue Service (IRS) or provided by taxpayers, their representatives, or third parties in connection with federal tax administration. This includes, but is not limited to,

- Tax return information (e.g., tax return transcripts or tax account transcripts) or the absence thereof
- Any other information derived from a tax return

### Why do I need to provide my written consent to share my FTI information with a third party?

- Federal rules allow you to access your Federal Tax Information (FTI) from your FAFSA. To share this information with others, such as scholarship agencies, your written consent is required."
- As the student, you must provide your written consent for UW to share the FTI data received from the IRS on your completed 2025-2026 FAFSA to designated third parties, such as scholarship granting organizations or any other organization that is used for the purpose of applying for, and receiving, financial assistance that will contribute to your Cost of Attendance at UW.

### How to provide written consent for the release of my FTI Information?

1. **In-Person Completion:** The form can be issued and completed in person at the Office of Scholarships & Financial Aid, Knight Hall Room 174. In Person completion will require for you to present your photo ID to allow for the verification of your identity.
2. **Submit Completed Form via Secure Upload:** <https://www.uwyo.edu/sfa/forms/upload.html>

In compliance with the Higher Education Act (HEA) (including but not limited to Sections 483 and 494) and pursuant to the Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 C.F.R. part 99), the written consent of a parent or eligible student is required before the education records of a student, or personally identifiable information contained therein, may be disclosed to a third party, unless an exception to this general requirement of written consent applies. If a student is age 18 years or older, or is enrolled in an institution of postsecondary education, they are considered an "eligible student" and must provide written consent for the disclosure of their education records or personally identifiable information contained therein.

### Section 1: Student Information

Student Name:		W#:	
Email Address:		Phone:	

**NOTE:** YOU MUST PROVIDE A PHOTO ID AT THE TIME OF FORM SUBMISSION IF COMPLETED IN-PERSON WITH OUR OFFICE.

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Student Name:		W#:	
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### Section 2: Student Consent to Disclosure

I, \_\_\_\_\_ (print first and last name), hereby agree to allow the **University of Wyoming** to disclose the following information:

#### A) Description of Information to be Disclosed:

(e.g., Information from my FAFSA, including Federal Tax Information transferred from the IRS, or other related education records.)

#### B) To Whom the Information Will Be Disclosed:

Name of Agency _____	Phone _____
Name of Contact _____	Address _____
City _____	State _____ Zip code _____

#### C) Purpose of Disclosure:

In the space below, provide a brief description why you are requesting disclosure:

(e.g., "To determine eligibility for state-administered benefits that contribute to my cost of attendance at the University of Wyoming.")

**Note:** You may withdraw your written consent to disclose this information at any time by submitting a signed and dated statement to the Office of Scholarships and Financial Aid.

### Section 3: Student Certification Statement

I, _____ (print first and last name), certify that I understand the purpose of this consent and voluntarily authorize the University of Wyoming's Office of Scholarships & Financial Aid to release my Federal Tax Information (FTI) to the agency specified above.	
Student Signature	Date (mm/dd/yy)

### FOR OSFA USE ONLY

WITNESSED IN THE PRESENCE OF:		
	Financial Aid Administrator Signature	Date (mm/dd/yy)