

**Amended 2022 Federal Income  
Tax Return Instructions**

Based on information we received from your FAFSA, our office is required to collect additional documentation regarding the original and amended 2022 Federal Income Tax Returns filed. Please refer to the list below for documentation that must be submitted to the Financial Aid Office.

Materials can be submitted via scan/email to [finaid@sunypoly.edu](mailto:finaid@sunypoly.edu), fax (315-792-7220), postal mail, or submit in person to our office.

**DEPENDENT and INDEPENDENT STUDENTS**

The following documentation needs to be submitted for the student, parent(s) of a dependent student or spouse for an independent student (if applicable) who completed an Amended Tax Return in 2022

- **Signed** copy of the 2022 Amended Tax Return (IRS Form 1040X) in addition to one of the following:
- Updated income and tax information from the IRS with all tax information from the original tax return;
- Submit a 2022 IRS Tax **Return** Transcript along with a Tax **Account** Transcript; obtained directly from the IRS ([www.irs.gov](http://www.irs.gov)), OR
- Submit a **signed** copy of the 2022 Federal Tax Return (IRS Form 1040) along with the applicable schedules that were filed with the IRS.

**Financial Aid Office**

SUNY Polytechnic Institute

[finaid@sunypoly.edu](mailto:finaid@sunypoly.edu)

<https://sunypoly.edu/financial-aid.html>

100 Seymour Road

Utica, NY 13502

315-792-7210 Telephone

315-792-7220 Fax