

# How to file for an ITIN and file my 2021 tax return

## Why is it worth it?

If your children have SSNs and were born before 2022, you are eligible for the Child Tax Credit (\$3,600 per child under 6 OR \$3,000 per child 6-17 years old) and \$1,400 per child from the 2021 stimulus check payment.



**Deadline for Completing the Steps: October 17th, 2022 (if you file an extension by April 18th)**

## The Steps

### Step 1

### File for an Extension by April 18th

If you won't be able to complete all these steps by April 18th, print and mail [Form 4868](#) to the IRS by April 18th to request an extension to file. Doing this will give you until October to complete all of the steps. Where it asks for your SSN/ITIN on the form you can write "ITIN TO BE REQUESTED".

There is no penalty for filing a late return after the tax deadline if a refund is due. *If you think you will owe taxes for 2021 though then you'd include that payment with this extension request.*

### Step 2

### Check for a center near you that can do Steps 3 and 4

There are [20 sites in the United States](#) that can both do your taxes and also serve as a Certifying Acceptance Agent (meaning check your ID docs for your ITIN application). If you live near one, use them for Steps 3 and 4. If not, move on to Step 3.

**Step 3****Get Your Taxes Filed**

Get your 2021 tax return prepared with a free tax prep partner - using either [GetYourRefund](#) or an [in-person IRS Volunteer Income Tax Assistance \(VITA\) site](#). You will need to print out your completed return and take it with you to your appointment in Step 4.

**Step 4****Get Your Identification Documents Certified for your ITIN Application**

Make an appointment with your [IRS Taxpayer Assistance Center](#) by calling 844-545-5640 to get free support in verifying your identification documents for your ITIN application.

- 📌 **Bring your completed 2021 tax return (from Step 3)**
- 📌 **Bring your completed W-7 (ITIN Application)** in [English](#) or [Spanish](#)
- 📌 **Bring identification documents** (like a passport) needed to confirm your foreign status and identity - [Review instructions](#) for what you need for that appointment.

At your appointment, your documents will be reviewed and then mailed to the IRS!



*NOTE: If there is not a site near you, you can also use a [Certifying Acceptance Agent](#) (but they will charge you) OR you can mail in your application with your original documents (if you do not need them back for several months).*

**Step 5****Track your application**

It often takes **up to 11 weeks** during peak times for it to be approved. Congrats on making it through!

If you have questions, please text "ITIN" to (844) 921-5747.

**Looking for more detailed instructions? You can also reference our 5-page guide [here](#).**