



SCHOLARSHIPS
— *for* **KIDS** —

Claiming Your Alabama State Income Tax Credit

THINGS YOU WILL NEED TO GET STARTED:


- Your social security number
- Your Alabama Adjusted Gross Income (AGI) from your previous year's state tax return.

Your federal AGI will not work.



STEP 1: CREATING A MY ALABAMA TAXES ACCOUNT

- 1 Go to myalabamataxes.alabama.gov and click **NEW USER? SIGN UP HERE** button below the sign in button.



Alabama Department of Revenue

Username [Forgot Username?](#)

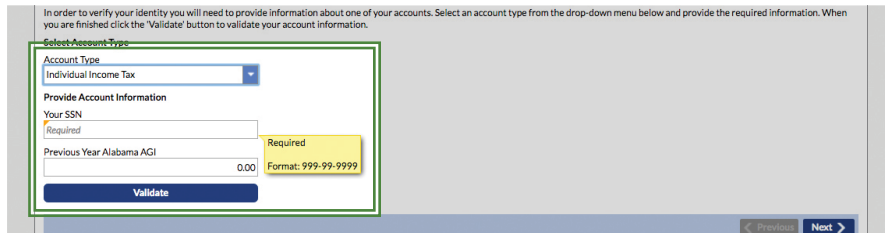
Password [Forgot Password?](#)

Sign In

[New User? Sign up here.](#)

Quick links, no sign-in required:

- 2 From the drop down box, scroll down to choose **INDIVIDUAL INCOME TAX** and add your social security number and your previous year's Alabama AGI.



In order to verify your identity you will need to provide information about one of your accounts. Select an account type from the drop-down menu below and provide the required information. When you are finished click the "Validate" button to validate your account information.

Select Account Type

Account Type
Individual Income Tax

Provide Account Information

Your SSN

Required

Previous Year Alabama AGI 0.00 **Required** Format: 999-99-9999

Validate

[Previous](#) [Next](#)

3

Choose a username, password, **SECRET QUESTION** and **SECRET ANSWER**.

Note: Please record your username and password somewhere safe, you will need this again next year and Scholarships For Kids has no way to retrieve lost passwords.

4

Enter your personal contact information.

5

Determine whether or not to allow others to access your accounts.

If you use a CPA or professional accounting firm, you will probably want to allow them access to your account.

6

Before you leave the final screen, we suggest you print the final confirmation screen with your login details or write them down somewhere safe.

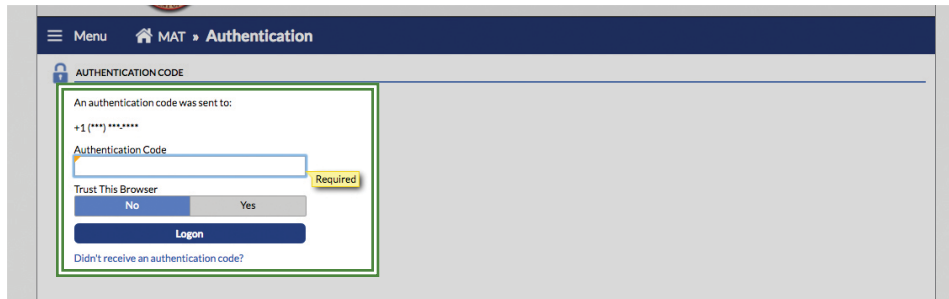
You will receive an email or text with an **Authorization Code** that you will need the first time you log into the MAT system.

You are now done with the ADOR MAT registration process.

STEP 2: CLAIMING YOUR ALABAMA STATE INCOME TAX CREDIT

1

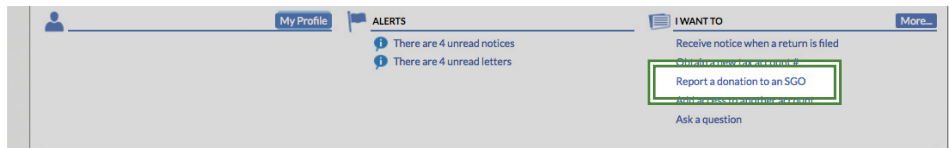
Go to myalabamataxes.alabama.gov. Sign in using your personal username and password. You will be prompted to enter the **Authorization Code** that you received in order to sign in.



The screenshot shows the 'Authentication Code' page on the website. The page title is 'Authentication Code'. It displays a message: 'An authentication code was sent to: +1 (***) ***-****'. Below this is a text input field labeled 'Authentication Code' with a 'Required' tag. There are two radio buttons for 'Trust This Browser', with 'No' selected. A 'Logon' button is at the bottom. A link 'Didn't receive an authentication code?' is also present.

2

Once you are signed in, click on **DONATE TO SGO** from the menu on the right hand side of the page.



The screenshot shows the user dashboard. On the right side, under the 'I WANT TO' section, there is a link 'Report a donation to an SGO' which is highlighted with a green box. Other options include 'Receive notice when a return is filed' and 'Ask a question'. The 'ALERTS' section shows 'There are 4 unread notices' and 'There are 4 unread letters'. The 'My Profile' link is on the left.

3

Enter your personal information and select **SCHOLARSHIPS FOR KIDS** from the drop down list. Make sure to enter the exact dollar amount of your donation.

ALABAMA DEPARTMENT of REVENUE

Menu MAT Taxpayer Donation to SGO Log Off

MAKE SGO DONATION

Remaining Alabama Scholarship Reserve
\$21,698,366.00

Donor Name

Donor Address 1
Required

Donor Address 2
Required

City
Required

State
Required

ZIP Code
Required

Telephone
Required

Email

SGO Name
SCHOLARSHIPS FOR KIDS, INC

- 100 BLACK MEN OF GREATER MOBILE INC
- AAA SCHOLARSHIP FOUNDATION INC
- ALABAMA OPPORTUNITY SCHOLARSHIP FUND
- ROCKET CITY SCHOLARSHIP GRANTING ORGANIZATION, INC
- SCHOLARSHIPS FOR KIDS, INC

- The SGO has 30 days to verify the receipt of your donation from the date of submission of this request. If the SGO does not verify the claim of the donation made within 30 days, you will need to resubmit your donation for verification.
- SGO must verify all donations by January 10 of the following year, even if 30 days has not passed since the donation was initiated.
- For individual taxpayers, the maximum credit that may be claimed is \$50,000 for 2015, \$7,500 for 2014.
- In the event that the donation you make to the Scholarship Granting Organization (SGO) is greater than the amount available to be reserved as part of this tax credit, the credit is limited to the amount remaining from the \$30 million for 2015, \$25 million for 2014.

I have read and agree to the above information and rules regarding my SGO donation(s)

Submit Cancel

4

PRINT YOUR CONFIRMATION SCREEN AND MAIL YOUR CHECK THE SAME DAY.

Important Notes About Checks:

Checks must be for the same amount as the donation amount entered on MAT and must be written from your personal account.

MAIL CHECKS TO

SCHOLARSHIPS FOR KIDS
P.O. Box 10204
Birmingham, AL 35202

TAX RECEIPTS

Once Scholarships for Kids receives and processes your check, we will verify your tax credit on ADOR website and send you a receipt.

After your donation is verified, the Department of Revenue will send you a separate Alabama Tax Credit Receipt.



P.O. Box 10204
Birmingham, Alabama 35202
205-480-9997
info@scholarshipsforkids.org

WWW.SCHOLARSHIPSFORKIDS.ORG