

E-filing Amendments in TaxSlayer

Tax years 2023 and forward

[First confirm the amendment can be e-filed!](#)

1. Once the Amendment has been prepared and quality reviewed, navigate to the E-File screen in TaxSlayer. When an amendment has been prepared, the E-File Screen will display this option:

E-File

Select an option below to get started.

Original tax return

Amended tax return

BACK CONTINUE

2. Click on **Amended tax return** and then on **Continue**.
3. In the **Amended Return Details** screen, do **not** change the Federal return type.

Amended Return Details Regular E-file Amended E-file

Determine how the taxpayer wants to pay their taxes due or receive their refund.

Return Details Submission Page

ERO * FC Prosper Center South Drop Off

EFIN * 701340

Federal return
How would the client like to send their tax return?

Federal refund - \$407 * Paper Return

Do not change the Federal return type here.

4. Scroll down and click on **Continue** to advance to the **Submission Page**.
5. Scroll down in the **Amended Submission** screen.
6. Verify that the tax return has been **Approved** and marked **Complete**.
7. Verify that you are in the **AMENDED Submission** screen and then click on **Transmit Return**.

Checking Acknowledgements for Amendments

On the Staff page of CTC Resources, search "Client Status Menu" under the Transmitting section for a step-by-step guide.