



Connection

Table of Contents

Connection 1

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Finance > Utilities > IRIS > Connection

This utility is used to enter the assigned IRS credentials to create a connection from ASCENDER to the Information Returns Intake System (IRIS) via the Application to Application (A2A) method when processing 1099-NEC and 1099-MISC information returns.

The IRIS transmittal process requires multiple steps through the IRS to obtain the proper credentials to connect and transmit 1099 filings from ASCENDER to IRIS. For additional information, refer to the E-file information returns with IRIS webpage:

<https://www.irs.gov/filing/e-file-information-returns-with-iris>.

Set up connection information:

☐ The **Calendar Year** field populates the from year (e.g., 2025-2026 = 2025) listed in the **School Year** field on the [Finance > Tables > District Finance Options > Finance Options](#) tab and must exist in District Administration > Tables > District Information. The year must be greater than or equal to 2025.

☐ Under **IRIS Settings**:

Field	Description
Transmitter Control Code	Type the five-character alphanumeric Transmitter Control Code (TCC) that identifies the business transmitting the electronic information return. This field is required. Note: An IRIS TCC is required before you can electronically file through IRIS. The IRIS TCC is not the same as the FIRE TCC. For additional information about applying for a TCC, refer to the IRIS Application for TCC webpage: https://www.irs.gov/tax-professionals/iris-application-for-tcc .
A2A Client ID	Type the IRIS Application to Application (A2A) Client ID. This field is required. The IRIS A2A Channel uses the Application Program Interface (API) Client ID to authenticate and authorize access to IRIS A2A services. You can retrieve your IRIS Client ID from the IRS API Client ID Application on the IRS Application Summary page.
User ID	Type a complete IRIS User ID. This field is required. A full IRIS user ID must be entered to generate access tokens. You can retrieve your complete user ID from the IRS A2A Setup Complete page.
Key Identifier	Type the key the client used to sign the JSON WEB TOKENS (JWT). This field is required. Transmitters will use JSON WEB TOKENS (JWTs) for authentication and authorization.

☐ Under **Contact Information**, enter contact information for an individual who will be available for inquiries from the IRS on a daily basis. Per IRS, the contact listed on the application does not have to be the individual listed as the contact on the information return.

First Name	Type the contact's first name. This is a required field.
Middle Name	Type the contact's middle name.
Last Name	Type the contact's last name. This is a required field.
Phone Area Code	Type the contact's three-digit phone area code. This is a required field.
Phone Nbr	Type the contact's seven-digit phone number. This is a required field.
E-mail	Type the contact's e-mail address. This is a required field.

☐ Click **Save**.

Other functions and features:

Retrieve	The Retrieve button is also used to retrieve information from the last save. If you click Retrieve , any unsaved changes are lost.
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Back Cover