



Submitting the SC-40 Unified Tax Credit for the Elderly

INTIME Quick Guide

The Indiana Department of Revenue (DOR) provides an efficient system for eligible seniors to fill out and submit the SC-40 form for the Unified Tax Credit for the Elderly using INTIME at intime.dor.in.gov.

Submit Form SC-40 credit without a login

Seniors can submit Form SC-40 on INTIME without an account.

1. Locate the "Where's my refund?" panel on the INTIME landing page and select "Seniors: Fill out the SC-40 for the Unified Tax Credit for the Elderly".

The screenshot shows the INTIME landing page with three main panels. The 'Where's my refund?' panel is highlighted with a red box around the link 'Seniors: Fill out the SC-40 for the Unified Tax Credit for the Elderly'.

- a) Review the eligibility information before continuing.

2. Input the Letter ID shown on the SC-40 letter that was mailed to you.

The screenshot shows the 'Form SC-40 submission' page. The progress bar indicates the 'Verify with Letter ID' step is active. The main section is titled 'Enter the letter ID from the SC-40 mailed by DOR' and includes instructions: 'Please provide the letter ID from the most recent Form SC-40 you received from DOR. The ID consists of an "L" followed by a 10-digit number and can be found in the top right corner of the letter.' Below this is a sample SC-40 letter from the Indiana Department of Revenue. The letter includes the following information:

INDIANA DEPARTMENT OF REVENUE	
PO BOX 7230	INDIANAPOLIS IN 46206-7230
Indiana Department of Revenue	
Mike Braun, Governor	
M. Kevin Gulley, Commissioner	

TAXPAYER NAME	
123 MAIN STREET	
INDIANAPOLIS IN 46202	

FEIN	
12-3456789	
Taxpayer ID	0123456789
Letter ID	L999999999
Date Issued	January 31, 2025

Letter ID Required

Buttons: Cancel, Save Draft, Previous, Next

a) Follow the prompts to fill in the required information and submit the form.

3. Once the form has been filled out, a "Confirm Submission page will display.

The screenshot shows a mobile app interface for submitting Form SC-40. At the top, a progress bar indicates the steps: Home, Refund, Personal Representative, Sign Up for INTIME, INTIME Contact, and Confirm Submission. The 'Confirm Submission' step is currently active. Below the progress bar, the title 'Form SC-40 submission' is followed by a 'Confirm Submission' section. This section contains the text: 'Your SC-40 Unified Tax Credit for the Elderly form is ready to submit.' and 'Under penalty of perjury, I have examined this return and to the best of my knowledge and belief, it is true, complete, and correct and that I am not required to file an Indiana income tax return.' There is a 'Signature' field with a red asterisk and a 'Required' label. At the bottom, there are buttons for 'Cancel', 'Save Draft', 'Previous', and 'Submit'.

4. Once the form has been submitted, a confirmation message will be displayed.

The screenshot shows a mobile app interface for the 'Confirmation' page. At the top, a progress bar indicates the steps: Home, Refund, Personal Representative, Sign Up for INTIME, INTIME Contact, and Confirm Submission. The 'Confirm Submission' step is currently active. Below the progress bar, the title 'Form SC-40 submission' is followed by a 'Confirmation' section. This section contains the text: 'Your SC-40 Unified Tax Credit for the Elderly claim has been submitted. Your confirmation number is: 0-000-092-781.' and 'To access this request in the future use email: test@no.com and confirmation code: kn73pz.' Below this, there is a summary of the return: 'Name: FPRIMARY FIRST', 'Filing period: 31-Dec-2025', 'Refund claimed: 100.00', and 'Submitted date: 15-Apr-2026'. At the bottom, there are buttons for 'Printable View' and 'OK'.

a) Make note of the email address displayed and confirmation code to retrieve your submission in the future.

Submit Form SC-40 credit with a login

Seniors can submit the Form SC-40 with an INTIME account.

1. Locate the Individual Income account panel and select "Seniors: Fill out the SC-40 for the Unified Tax Credit for the Elderly".

Confirmation

Your SC-40 Unified Tax Credit for the Elderly claim has been submitted. Your confirmation number is: **0-000-102-649**.

Below is a summary of your return:

Name:	FPRIMARY FIRST
Filing period:	31-Dec-2025
Refund claimed:	100.00
Submitted date:	15-Jan-2026

Your claim will be posted to your account after your submission is processed. Please allow one to two business days for your return to complete processing.

If you have any questions or concerns you may submit a message by clicking "Send a message" under the "All Actions" menu or call (317) 232-2240, Monday – Friday, 8:00am – 4:30pm.

[Printable View](#)

[OK](#)

- a) If needed, you can review the submission on the "All Actions" tab and locate the "Submissions" panel.