

INSTRUCTIONS TO DOWNLOAD THE 1098-T FORM

Go to: www.1098-T.com

Follow the steps below:

Select 'Access My Record'

Enter SSN and Last Name (bypass PIN if first time attempt)

Select 'Login'

Student will be directed to answer verification information:

- First Name, Mother's Maiden Name, Student's Date of Birth and will have to create a 4 digit PIN to use for subsequent login attempts.
- Upon completion of this process, the student will be directed to their record page.
- The student tax year drop down menu defaults to the current tax year.

To view their form:

Click "View My 1098-T Tax Form"