

1098-T Form - Electronic Delivery Instructions

Each January, the 1098-T will automatically be uploaded to the student's eServices account.

1. Log into eServices and select "View 1098-T" from the drop down menu in the Finances section (middle of the page).



2. If you have not elected to receive the electronic version of the 1098-T, you will see the following message. Click the "Grant Consent" button to continue.

Cosmo Cougar I go to ... ▾ ⏏

Account Inquiry
Account Services

View 1098-T

Years listed indicate which 1098-T statements are available for you to access. Please note that the Printed Date will only be visible for years you received a paper copy. Click the Tax Year hyperlink to view the 1098-T Tuition Statement. To view the details, click the Box Amount Tab. View the details by clicking on the hyperlink on the Amount field.

Note:

1. If you use a pop up blocker, you will have to disable it to display your 1098-T.
2. If there is no hyperlink for the amounts, detail information is not available. Please contact your Bursar's office should you need more information.

View 1098-T

General Box Amount

Tax Year	Version	Payments Received	Amount Billed	Prior Year Adjustments	Scholarships or Grants	Prior Year Grant Adjustments
2015	Original	0.00	4560.00	0.00	1125.00	0.00

i You have not consented to receive your 1098-T via on-line access. Click the Grant Consent push button to allow on-line receipt.

GRANT CONSENT

[Account Inquiry](#) [Account Services](#)

go to ... ▾ ⏏

1098-T Form - Electronic Delivery Instructions

3. Check the box next to “Yes, I have read the agreement” and click “Submit”.

Cosmo Cougar I

go to ...  

1098-T Consent

 

1. 1098-T Consent Agreement

I agree to receive my 1098-T Tax form electronically through on-line access. Clicking the 'Yes, I have read the agreement' checkbox means you will no longer receive the 1098-T form via US mail. Click the Submit push button to always access your 1098-T on-line. Click the Cancel push button to return to the 1098-T Year selection.

The agreement is dated: 05/02/2016

Yes, I have read the agreement

CANCEL

SUBMIT

4. After you submit the agreement, you will see the following message to confirm your consent. Click “View 1098-T selection” button to view available 1098-T tuition statements.

1098-T Consent

 

2. 1098-T Consent Confirmation



You have elected to receive your 1098-T electronically instead of through the US mail. Click the View 1098-T Selection button to continue viewing your 1098-T.

VIEW 1098-T SELECTION

5. Select the hyperlink for the year you wish to view and print. If you are unable to view the 1098-T after selecting the hyperlink, you most likely need to allow pop-ups from this site. You can disable pop-up blocker through your browser setting. Contact the ICC Help Desk for assistance in disabling pop-up blockers.