

View My 1098-T

Form 1098-T is used by educational institutions to report payment information to the Internal Revenue Service, as required by the Taxpayer Relief Act of 1997. The City University of New York submits student's name, address, and taxpayer's identification number (TIN), enrollment status to the IRS. The student will receive this information via the 1098-T, which can be used to claim eligible education expenses, such as out-of-pocket payments for tuition and fees. Books, transportation, housing, meal plans and no credit courses are not considered eligible education expenses.

Note: Students who do not have any eligible education expenses will not receive a 1098-T form. Without the form, students may file their taxes by simply omitting any educational expenses or credits. Receipts or tuition statements may not be used in tax filings. Erroneously using these documents to claim tuition benefits will cause the filer to be audited. The only approved form for such purposes is the 1098-T

Note: Parts of images may be obscured for security reasons.

Step	Action																						
1.	Enter https://home.cunyfirst.cuny.edu in your browser's address bar: <ul style="list-style-type: none"> Enter your Username and Password and click the Go icon. From the Enterprise Menu, select the HR/Campus Solutions link. 																						
2.	Navigate to: <u>Self Service > Student Center</u> .																						
3.	In the Finances section, click the "Other Financial" drop-down menu. Select "View 1098-T" . <div style="border: 1px solid black; padding: 10px; margin-top: 10px;"> </div>																						
4.	On the "View 1098-T" page, select the available Tax Year hyperlink for the listed year(s) you wish to access. <div style="border: 1px solid black; padding: 10px; margin-top: 10px;"> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2">View 1098-T</th> <th>General</th> <th>Box Amount</th> </tr> <tr> <th>Tax Year</th> <th>Version</th> <th>Federal Tax ID</th> <th>Institution</th> <th>Printed Date</th> <th>Transmittal Date</th> </tr> </thead> <tbody> <tr> <td>20</td> <td>Original</td> <td></td> <td>Senior College CUNYfirst Info</td> <td>01/19/20</td> <td>03/15/20</td> </tr> <tr> <td>20</td> <td>Original</td> <td></td> <td>Senior College CUNYfirst Info</td> <td>01/19/20</td> <td>01/19/20</td> </tr> </tbody> </table> </div> <p>Note: If you use a pop-up blocker, you will have to disable it to display your 1098-T. If there is no hyperlink for the amounts, detail information is not available. Please contact your College 1098-T Representative should you need more information.</p>	View 1098-T		General	Box Amount	Tax Year	Version	Federal Tax ID	Institution	Printed Date	Transmittal Date	20	Original		Senior College CUNYfirst Info	01/19/20	03/15/20	20	Original		Senior College CUNYfirst Info	01/19/20	01/19/20
View 1098-T		General	Box Amount																				
Tax Year	Version	Federal Tax ID	Institution	Printed Date	Transmittal Date																		
20	Original		Senior College CUNYfirst Info	01/19/20	03/15/20																		
20	Original		Senior College CUNYfirst Info	01/19/20	01/19/20																		

Self Service: Student

Quick Reference Guide

5.	<p>On the selected tax year statement page, you may choose to save the document as a PDF file or print from the web page directly.</p>																									
<input type="checkbox"/> CORRECTED																										
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 2px;"> FILER'S name, street address, city or town, state or province, country, ZIP or foreign postal code, and telephone number Senior College CUNYfirst Info City University of New York 230 West 41st St Fl 5 </td> <td style="width: 20%; padding: 2px;"> 1 Payments received for qualified tuition and related expenses \$ _____ </td> <td style="width: 10%; padding: 2px;"> OMB No. 1545-1574 <div style="font-size: 2em; font-weight: bold; text-align: center;">20</div> </td> <td rowspan="2" style="width: 15%; text-align: center; vertical-align: middle; padding: 5px;"> Tuition Statement </td> </tr> <tr> <td style="padding: 2px;"> FILER'S federal identification no. STUDENT'S taxpayer identification no. </td> <td style="padding: 2px;"> 2 Amounts billed for qualified tuition and related expenses \$ _____ </td> <td style="padding: 2px;"> Form 1098-T </td> </tr> <tr> <td style="padding: 2px;"> STUDENT'S name </td> <td style="padding: 2px;"> 3 If this box is checked, your educational institution changed its reporting method for 20 <input type="checkbox"/> </td> <td colspan="2" rowspan="2" style="text-align: center; vertical-align: middle; padding: 5px;"> Copy B For Student This is important tax information and is being furnished to the Internal Revenue Service. This form must be used to complete Form 8863 to claim education credits. Give it to the tax preparer or use it to prepare the tax return. </td> </tr> <tr> <td style="padding: 2px;"> Street address (including apt. no.) </td> <td style="padding: 2px;"> 4 Adjustments made for a prior year \$ _____ </td> </tr> <tr> <td style="padding: 2px;"> City or town, state or province, country, and ZIP or foreign postal code </td> <td style="padding: 2px;"> 5 Scholarships or grants \$ _____ </td> <td style="padding: 2px;"> 6 Adjustments to scholarships or grants for a prior year \$ _____ </td> <td style="padding: 2px;"> 7 Checked if the amount in box 1 or 2 includes amounts for an academic period beginning January—March 20 <input type="checkbox"/> </td> </tr> <tr> <td style="padding: 2px;"> Service Provider/Acct. No. (see instr.) </td> <td style="padding: 2px;"> 8 Check if at least half-time student <input type="checkbox"/> </td> <td style="padding: 2px;"> 9 Checked if a graduate student <input type="checkbox"/> </td> <td style="padding: 2px;"> 10 Ins. contract reimb./refund \$ _____ </td> </tr> <tr> <td colspan="2" style="padding: 2px;"> Form 1098-T (keep for your records) </td> <td style="padding: 2px;"> www.irs.gov/form1098t </td> <td style="padding: 2px;"> Department of the Treasury - Internal Revenue Service </td> </tr> </table>		FILER'S name, street address, city or town, state or province, country, ZIP or foreign postal code, and telephone number Senior College CUNYfirst Info City University of New York 230 West 41st St Fl 5	1 Payments received for qualified tuition and related expenses \$ _____	OMB No. 1545-1574 <div style="font-size: 2em; font-weight: bold; text-align: center;">20</div>	Tuition Statement	FILER'S federal identification no. STUDENT'S taxpayer identification no.	2 Amounts billed for qualified tuition and related expenses \$ _____	Form 1098-T	STUDENT'S name	3 If this box is checked, your educational institution changed its reporting method for 20 <input type="checkbox"/>	Copy B For Student This is important tax information and is being furnished to the Internal Revenue Service. This form must be used to complete Form 8863 to claim education credits. Give it to the tax preparer or use it to prepare the tax return.		Street address (including apt. no.)	4 Adjustments made for a prior year \$ _____	City or town, state or province, country, and ZIP or foreign postal code	5 Scholarships or grants \$ _____	6 Adjustments to scholarships or grants for a prior year \$ _____	7 Checked if the amount in box 1 or 2 includes amounts for an academic period beginning January—March 20 <input type="checkbox"/>	Service Provider/Acct. No. (see instr.)	8 Check if at least half-time student <input type="checkbox"/>	9 Checked if a graduate student <input type="checkbox"/>	10 Ins. contract reimb./refund \$ _____	Form 1098-T (keep for your records)		www.irs.gov/form1098t	Department of the Treasury - Internal Revenue Service
FILER'S name, street address, city or town, state or province, country, ZIP or foreign postal code, and telephone number Senior College CUNYfirst Info City University of New York 230 West 41st St Fl 5	1 Payments received for qualified tuition and related expenses \$ _____	OMB No. 1545-1574 <div style="font-size: 2em; font-weight: bold; text-align: center;">20</div>	Tuition Statement																							
FILER'S federal identification no. STUDENT'S taxpayer identification no.	2 Amounts billed for qualified tuition and related expenses \$ _____	Form 1098-T																								
STUDENT'S name	3 If this box is checked, your educational institution changed its reporting method for 20 <input type="checkbox"/>	Copy B For Student This is important tax information and is being furnished to the Internal Revenue Service. This form must be used to complete Form 8863 to claim education credits. Give it to the tax preparer or use it to prepare the tax return.																								
Street address (including apt. no.)	4 Adjustments made for a prior year \$ _____																									
City or town, state or province, country, and ZIP or foreign postal code	5 Scholarships or grants \$ _____	6 Adjustments to scholarships or grants for a prior year \$ _____	7 Checked if the amount in box 1 or 2 includes amounts for an academic period beginning January—March 20 <input type="checkbox"/>																							
Service Provider/Acct. No. (see instr.)	8 Check if at least half-time student <input type="checkbox"/>	9 Checked if a graduate student <input type="checkbox"/>	10 Ins. contract reimb./refund \$ _____																							
Form 1098-T (keep for your records)		www.irs.gov/form1098t	Department of the Treasury - Internal Revenue Service																							
6.	<p>End of Procedure.</p>																									