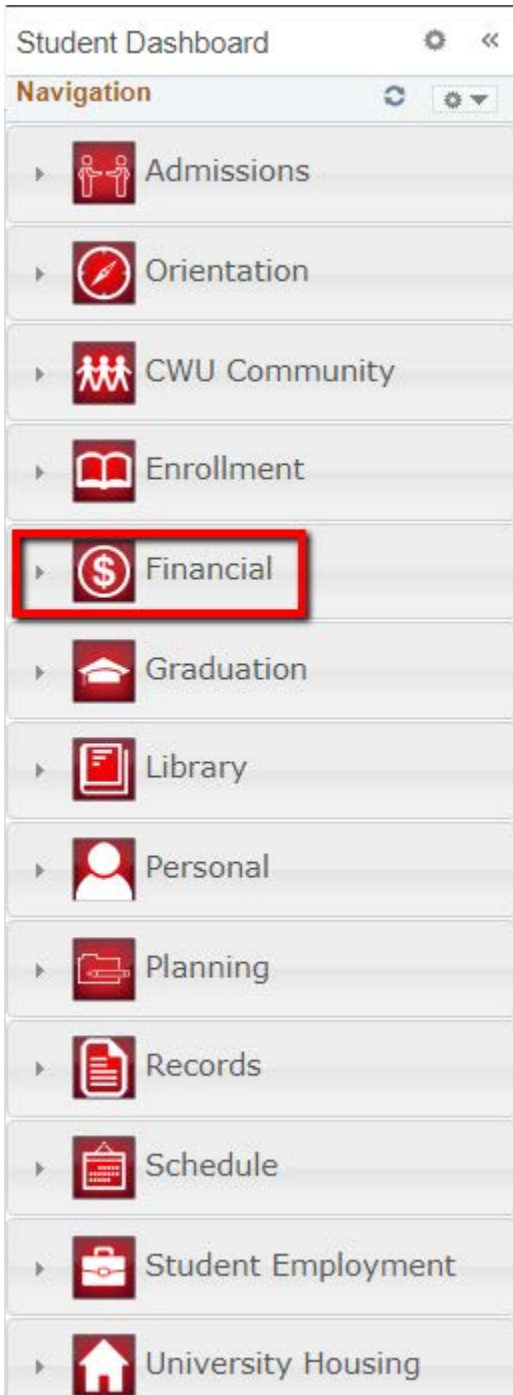


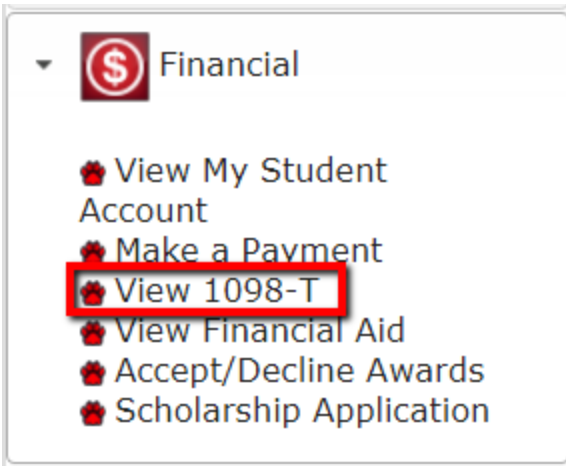
How to obtain 1098-T information online

Do you want to get your 1098-T tax information as soon as it is ready? You can now get your information through MyCWU account instead of waiting for a paper form to be mailed to you! Just follow these easy steps to activate your online information!

1. Log into your MyCWU account at <https://my.cwu.edu>




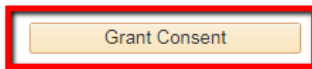
2. From the Student Dashboard Navigation, select Financial.



3. From the Financial toolbox drop-down menu, select View 1098-T.

View 1098-T

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



4. On the View 1098-T page, select Grant Consent.

1098-T Consent

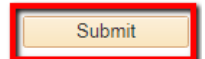
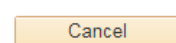


1. 1098-T Consent Agreement

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

The agreement is dated

11/30/2017



5. After reading the Consent Agreement, check the box indicating that you have read and understood the agreement.

6. Select Submit.

2. 1098-T Consent Confirmation



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

[View 1098-T Selection](#)

7. Next, you will receive confirmation that your electronic consent has been successful.
8. You may select View 1098-T Selection which will bring you to a page listing the 1098-T statements that are available for you to view.

Account Inquiry | Electronic Payments/Purchases | **Account Services**

[Enroll in Payment Plan](#) | [1098T Tax Form](#) | [Student Permission](#)

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. Select the Tax Year hyperlink to view the 1098-T Tuition Statement. To view the details, select the Box Amount Tab. View the details by selecting 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.

1098-T Report Selection

General		Box Amount			
Tax Year	Version	Federal Tax ID	Description	Printed Date	Transmittal Date
2016	Original	00000001	Central Washington University		03/30/2017

9. Select the Tax Year link to open a printable version of your 1098-T.

CORRECTED

FILER'S name, street address, city or town, province or state, country, ZIP or foreign postal code, and telephone number Central Washington University 400 E UNIVERSITY WAY ELLENSBURG WA 98926 Student Accounts 509/963-3043		1 Payments received for qualified tuition and related expenses \$ 2 Amounts billed for qualified tuition and related expenses \$ 6111.90	OMB No. 1545-1574 <div style="font-size: 2em; font-weight: bold; text-align: center;">2013</div> Form 1098-T	Tuition Statement
FILER'S federal identification no. 916000618	STUDENT'S social security number 999-99-9999	3 If this box is checked, your educational institution has changed its reporting method for 2013 <input type="checkbox"/>		Copy B For Student
STUDENT'S name Wildcat Wellington C.		4 Adjustments made for a prior year \$	5 Scholarships or grants \$ 5611.00	This is important tax information and is being furnished to the Internal Revenue Service.
Street address (including apt. no.) 1111 Main St. Apt A		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 2014 <input type="checkbox"/>	
City or town, province or state, country, and ZIP or foreign postal code Anytown WA 99999-9999 USA				
Service Provider/Acct. No. (see instr.) 24185315	8 Check if at least half-time student <input checked="" type="checkbox"/>	9 Checked if a graduate student <input type="checkbox"/>	10 Ins. contract reimb./refund \$	

10. Instructions for the student are available by scrolling down on the PDF file.

Instructions for Student

An eligible educational institution, such as a college or university in which you are enrolled, and an insurer who makes reimbursements or refunds of qualified tuition and related expenses to you must furnish this statement to you. You, or the person who can claim you as a dependent, may be able to claim an education credit on Form 1040 or 1040A, only for the qualified tuition and related expenses that were actually paid in 2014. To see if you qualify for the credit, and for help in calculating the amount of your credit, see Pub. 970, Tax Benefits for Education; Form 8863, Education Credits; and the Form 1040 or 1040A instructions.

Institutions may report either payments received during the calendar year in box 1 or amounts billed during the calendar year in box 2. The amount shown in box 1 or 2 may represent an amount other than the amount actually paid in 2014. Your institution must include its name, address, and information contact telephone number on this statement. It may also include contact information for a service provider. Although the filer or the service provider may be able to answer certain questions about the statement, do not contact the filer or the service provider for explanations of the requirements for (and how to figure) any education credit that you may claim.

Student's identification number. For your protection, this form may show only the last four digits of your social security number (SSN), individual taxpayer identification number (ITIN), or adoption taxpayer identification number (ATIN). However, the issuer has reported your complete identification number to the IRS and, where applicable, to state and/or local governments.

Account number. May show an account or other unique number the filer assigned to distinguish your account.

Box 1. Shows the total payments received in 2014 from any source for qualified tuition and related expenses less any reimbursements or refunds made during 2014 that relate to those payments received during 2014.

Box 2. Shows the total amounts billed in 2014 for qualified tuition and related expenses less any reductions in charges made during 2014 that relate to those amounts billed during 2014.

Box 3. Shows whether your institution changed its method of reporting for 2014. It has changed its method of reporting if the method (payments received or amounts billed)

used for 2014 is different than the reporting method used for 2013. You should be aware of this change in figuring your education credits. The credits are allowable only for amounts actually paid during the year and not amounts reported as billed, but not paid, during the year.

Box 4. Shows any adjustment made for a prior year for qualified tuition and related expenses that were reported on a prior year Form 1098-T. This amount may reduce any allowable education credit that you claimed for the prior year (may result in an increase in tax liability for the year of the refund). See "recapture" in the index to Pub. 970 to report a reduction in your education credit or tuition and fees deduction.

Box 5. Shows the total of all scholarships or grants administered and processed by the eligible educational institution. The amount of scholarships or grants for the calendar year (including those not reported by the institution) may reduce the amount of the education credit you claim for the year.

Box 6. Shows adjustments to scholarships or grants for a prior year. This amount may affect the amount of any allowable tuition and fees deduction or education credit that you claimed for the prior year. You may have to file an amended income tax return (Form 1040X) for the prior year.

Box 7. Shows whether the amount in box 1 or 2 includes amounts for an academic period beginning January-March 2015. See Pub. 970 for how to report these amounts.

Box 8. Shows whether you are considered to be carrying at least one-half the normal full-time workload for your course of study at the reporting institution.

Box 9. Shows whether you are considered to be enrolled in a program leading to a graduate degree, graduate-level certificate, or other recognized graduate-level educational credential.

Box 10. Shows the total amount of reimbursements or refunds of qualified tuition and related expenses made by an insurer. The amount of reimbursements or refunds for the calendar year may reduce the amount of any education credit you can claim for the year (may result in an increase in tax liability for the year of the refund).

Future developments. For the latest information about developments related to Form 1098-T and its instructions, such as legislation enacted after they were published, go to www.irs.gov/form1098t.

11. Return to the 1098-T Report Selection.

[Account Inquiry](#) |
 [Electronic Payments/Purchases](#) |
 [Account Services](#)

[Enroll in Payment Plan](#) |
 [1098T Tax Form](#) |
 [Student Permission](#)

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. Select the Tax Year hyperlink to view the 1098-T Tuition Statement. To view the details, select the Box Amount Tab. View the details by selecting 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.

1098-T Report Selection

1098-T Report Selection						
General		Box Amount				
Tax Year	Version	Payments Received	Amount Billed	Prior Year Adjustments	Scholarships or Grants	Prior Year Grant Adjustments
2014	Original	0.00	6034.00	0.00	134.00	0.00

12. Select the Box Amount Tab and click the Amount Billed to open the itemized 1098-T Box Amount list.



View 1098-T - 2013 - Amount Billed

View 1098-T - 2013 - Amount Billed

Item Amount	Description	Account Type	Term	Actual Billing Date	Date Posted	Payment Date
1 1.00	WSL/Washington Student Assn	Tuition and Fees	Winter 2013	01/01/2013	12/17/2012	
2 3.00	Central Transit Fee	Tuition and Fees	Winter 2013	01/01/2013	12/17/2012	
3 11.00	Wellness Fee	Tuition and Fees	Winter 2013	01/01/2013	12/17/2012	
4 30.00	Technology Fee	Tuition and Fees	Winter 2013	01/01/2013	12/17/2012	
5 42.00	Athletic Program Fee	Tuition and Fees	Winter 2013	01/01/2013	12/17/2012	
6 68.00	Med & Counseling Clinic Fee	Tuition and Fees	Winter 2013	01/01/2013	12/17/2012	
7 69.00	Student Union Building Fee	Tuition and Fees	Winter 2013	01/01/2013	12/17/2012	
8 102.00	Recreation Center Fee	Tuition and Fees	Winter 2013	01/01/2013	12/17/2012	
9 2647.00	Tuition Resident Undergrad	Tuition and Fees	Winter 2013	01/01/2013	12/17/2012	
10 1.00	WSL/Washington Student Assn	Tuition and Fees	Spring 2013	03/25/2013	03/24/2013	
11 3.00	Central Transit Fee	Tuition and Fees	Spring 2013	03/25/2013	03/24/2013	
12 11.00	Wellness Fee	Tuition and Fees	Spring 2013	03/25/2013	03/24/2013	
13 30.00	Technology Fee	Tuition and Fees	Spring 2013	03/25/2013	03/24/2013	
14 42.00	Athletic Program Fee	Tuition and Fees	Spring 2013	03/25/2013	03/24/2013	
15 68.00	Med & Counseling Clinic Fee	Tuition and Fees	Spring 2013	03/25/2013	03/24/2013	
16 69.00	Student Union Building Fee	Tuition and Fees	Spring 2013	03/25/2013	03/24/2013	
17 102.00	Recreation Center Fee	Tuition and Fees	Spring 2013	03/25/2013	03/24/2013	
18 2647.00	Tuition Resident Undergrad	Tuition and Fees	Spring 2013	03/25/2013	03/24/2013	
19 1.00	WSL/Washington Student Assn	Tuition and Fees	Fall 2013	08/30/2013	08/26/2013	
20 3.00	Central Transit Fee	Tuition and Fees	Fall 2013	08/30/2013	08/26/2013	
21 11.00	Wellness Fee	Tuition and Fees	Fall 2013	08/30/2013	08/26/2013	
22 30.00	Technology Fee	Tuition and Fees	Fall 2013	08/30/2013	08/26/2013	
23 51.00	Athletic Program Fee	Tuition and Fees	Fall 2013	08/30/2013	08/26/2013	
24 69.00	Student Union Building Fee	Tuition and Fees	Fall 2013	08/30/2013	08/26/2013	
25 78.00	Med & Counseling Clinic Fee	Tuition and Fees	Fall 2013	08/30/2013	08/26/2013	
26 102.00	Recreation Center Fee	Tuition and Fees	Fall 2013	08/30/2013	08/26/2013	
27 2647.00	Tuition Resident Undergrad	Tuition and Fees	Fall 2013	08/30/2013	08/26/2013	

[Return to View 1098-T](#)

13. If any or all of your tuition was paid by grants, scholarships, or a third party, this may result in a reduction of your qualified tuition amount. You may also not be required to generate your 1098-T tax form.
14. If you have any questions or concerns, or if your 1098-T information is not what you expected, please contact Student Accounts at 509-963-3546.