1098-T Form and Tax Credits

If you are a U.S. resident, for tax purposes, you may be eligible to claim a tax credit on your federal tax return if you paid qualified educational expenses to Connecticut College. The Taxpayer Relief Act of 1997 provides educational tax incentives for eligible taxpayers. These benefits allow taxpayers to reduce their federal income tax based upon qualified tuition and fees paid, assuming the taxpayer meets all eligibility requirements. The determination as to whether you qualify for tax credits should be made in consultation with your personal tax advisor or the Internal Revenue Service. Connecticut College cannot give you tax advice or make a determination as to whether you qualify for tax credits. To learn more about the education credit see IRS Publication 970, Tax Benefits for Education.

Included in the 1098-T form are qualified charges that were billed and financial assistance received for the corresponding tax year. Loans are excluded and not reported on the 1098-T form. Paper copies of the form are mailed to the students’ home address at the end of January and on-line copies are available for students on self-service.

Educational institutions are not required to provide 1098-T forms to students who are non-resident aliens for tax purposes. As a result, you may not receive a 1098-T form from Connecticut College unless you specifically request a form. If you are an international student and you would like access to your form, please follow the instructions on accessing your 1098-T form.

How To Access Your 1098-T Form

- Log into Self Service (from CamelWeb, click on the light bulb icon)
- Select the Student Tab and then Student Records
- Select Tax Notification 1098-T’s under the Student Records menu
- Enter the Tax Year that you would like to view/print and hit Submit
1098-T FAQ

Why is there not an amount in Box 1?
The IRS gives the option of either reporting amounts billed or total payments received. Connecticut College has elected to report total amounts billed for qualified tuition and related expenses during the calendar year in Box 2.

What is included in Box 2?
Box 2 reflects amounts billed for qualified tuition and related expenses during the calendar year.

Connecticut College bills fall tuition and related expenses in July. Spring term tuition and related expenses are billed in December, therefore in most cases Box 2 includes the fall and spring term qualified tuition and related expenses for the academic year.

What is included in Box 4?
The IRS requires institutions to report any “adjustments” to prior year tuition and related expenses. Since Connecticut College bills spring semester tuition and related expenses in December, any adjustments that were made after December 31 for the spring term will be included in Box 4.

What is included in Box 5?
Box 5 reflects scholarships/grants posted in the calendar year. In most cases what is included in Box 5 is the prior year’s spring term scholarships/grants and the fall semester scholarships/grants.

What is included in Box 6?
Included in Box 6 is any adjustments made for scholarships/grants in the prior year.

Why is Box 7 checked on my 1098-T?
A check in Box 7 indicates that some or all of the charges in Box 2 are for a term that begins January–March of the next year. Since we typically bill spring semester tuition and related expenses in December, most student will have Box 7 checked.

**I graduated in May. Why isn’t there an amount in Box 2?**

Tuition and related expenses for the spring term were billed in the prior year, therefore the 1098T form for the prior year includes the spring term tuition and related expenses. If you didn’t receive scholarships/grants you will not receive a 1098T for the current tax year.

**Why isn’t the Comprehensive Fee reported on the 1098-T?**

The Comprehensive Fee includes tuition and related expenses as well as room and board. The IRS specifically states to exclude “room and board” from the 1098-T. For that reason Box 2 reflects qualified tuition and related expenses only.

**If I have additional questions who should I contact?**

Connecticut College can only answer questions related to how Form 1098-T was prepared. If you have questions regarding the preparation, please contact the Bursar at 860-439-2079 or email bursar@conncoll.edu.

For more detailed information please visit the IRS website at [www.irs.gov](http://www.irs.gov) to obtain Publication 970 (Tax Benefits for Education) Form 8863 (Education Credits) or consult with a professional tax advisor.