

# 1098-T Frequently Asked Questions

**The 1098-T form is informational only and should not be considered as tax advice.**

**1. What is a 1098T?**

The 1098-T form is used by eligible educational institutions to report information about their students to the IRS as required by the Taxpayer Relief Act of 1997. Eligible educational institutions are required to submit the student's name, address, taxpayer's identification number (SSN), enrollment status, amounts pertaining to qualified tuition and related expenses, and scholarships and/or grants, taxable or not. A 1098-T form must also be provided to each applicable student.

**2. Why did I receive a Form 1098-T?**

At the end January of each year, Monroe County Community College provides and mails your 1098-T to your home address. This IRS Form 1098-T is for all students who had qualified tuition and other related educational expenses billed to them during the previous calendar year.

**3. Where can I get my 1098-T?**

The 1098-T forms were mailed at the end of January and are also available online. To view them online, login to your WebPal account from Monroe County Community College's homepage. If you are experiencing problems logging into your WebPal account, please call the WebPal help line at 734-384-4333 for assistance.

**4. Did Monroe County Community College send a copy of this form to the IRS?**

Yes. Section 6050S of the Internal Revenue Code, as enacted by the Taxpayer Relief Act of 1997, requires institutions to file information returns to assist taxpayers and the IRS in determining eligibility for the Hope and Lifetime Learning education tax credits.

**5. Why isn't there an amount in Box 1?**

The IRS instructs institutions to report either payments received (Box 1) or amounts billed for qualified tuition and related expenses (Box 2) on the 1098-T. Once an institution has selected one of these options, they cannot change reporting methods between calendar years without IRS permission. Monroe County Community College reports qualified tuition and related expenses that were billed during the tax year (Box 2); therefore, Box 1 - Payments Received for Qualified Tuition and Related Expenses will be blank.

**6. What amounts appear in Box 4 - Adjustments made for a prior year?**

This box shows the amount of any tuition and fees reductions in the current calendar year for charges that were billed in a previous calendar year.

**7. What amounts appear in Box 6 - Adjustments to scholarships or grants for a prior year?**

This box shows the amount of any scholarship, grant, and if applicable, third party reductions in the current calendar year for aid that was credited in a previous calendar year.

**8. How did Monroe County Community College figure out what amounts to include in Form 1098T Box 5 - Scholarships or Grants?**

The figure in Box 5 includes scholarships, grants and, if applicable, payments made by a third party under formal billing arrangements (i.e. outside scholarships, employer provided educational assistance (regardless of taxability), military, etc.) which have been administered by Monroe County Community College. If you received other forms of outside scholarships and grants not administered by Monroe County Community College, it is your responsibility to adjust the figure accordingly. Third party payments do not include payments made by your parent or other individuals.

**9. I am a foreign student; can I claim a credit?**

Generally, foreign students cannot claim a credit. However, some foreign students may be eligible. Review IRS forms, instructions and publications for guidance.

**10. What if my 1098-T has the incorrect social security number on it?**

*The single most important information on the form is your Social Security Number. You must submit a written request to change or correct your SSN by mail or in person to the Registrar's Office. You may be required to supply a signed, legible copy of your Social Security card or complete Form W-9S (Request for Student's or Borrower's Taxpayer Identification Number and Certification). Form W-9S is the official IRS form used to state your SSN. You need to only complete Part I of this form when requesting a 1098-T. Enter your SSN in the spaces marked "Taxpayer identification number."*