How to Access Your IRS 1098-T Form

- 1. Log in to your eSIS account.
- 2. Within your **Student Center** under the **Finances** section, click the drop down arrow labeled 'other financial'.

Student Center		
Freddy's Student Center		
Academics		Search for Classes
Search Plan	🙀 Deadlines 🛛 🔲 URL	▼ Holds
Enroll My Academics	(i) You are not enrolled in classes.	No Holds.
other academic 🗸 📎	Enrollment Shopping Cart 🍺	▼ To Do List
		No To Do's.
Finances		Enrollment Dates
My Account Billing Statement Pending Aid	() You have no outstanding charges at this time.	Open Enrollment Dates
	Make a Payment	Advisor
Financial Aid		Program Advisor
View Financial Aid UWRF Scholarships		Dawn Hukai 715/425-4278
Refunds		Details 🕨
Direct Deposit Signup		
		 eSIS/Other Information
other financial 🗸 📎		Course Bk Info-Falcon Shop Course Bk Info-Textbook Office

3. Select **View 1098-T** within the drop down menu and click the >> symbol.

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Freddy's Student Center		
Academics		Search for Classes
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nroll ly Academics	You are not enrolled in classes.	No Holds.
other academic 🗸 🛞	Enrollment Shopping Cart	▼ To Do List
Finances		No To Do's.
 Finances 		Enrollment Dates
Billing Statement	You have no outstanding charges at this time.	Open Enrollment Dates
onding vita	Make a Payment	Advisor
Financial Aid		Program Advisor
View Financial Aid UWRF Scholarships		Dawn Hukai 715/425-4278
Refunds		Details 🕨
Direct Deposit Signup		
		eSIS/Other Information
View 1098-T 🗸 🗸 🔊		Course Bk Info-Falcon Shop

4. At the bottom of the page, click the **Grant Consent** button.

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lew	1090-1				
Years will or Stater Amou	listed indicat nly be visible ment. To viev int field.	e which 1098-T statem for years you received v the details, select the	nents are available for you to a paper copy. Select the Tax Box Amount Tab. View the o	access. Please note t Year hyperlink to view details by selecting the	hat the Printed Date v the 1098-T Tuition e hyperlink on the
Note: 1. If y 2. If t	/ou use a pop here is no hy	o-up blocker, you will ha perlink for the amounts	ave to disable it to display you s. detail information is not ava	ur 1098-T. ilable. Please contact	vour Bursar's office
shoul	d you need m	ore information.	,		your bursurs onlice
ogen	d you need m TReport S eral Box	election <u>Amount</u>			your Durbur o onice
6098 Gen ax	d you need m T Report S ieral Box Version	election Amount Federal Tax ID	Description	Printed Date	Transmittal Date
should 1098- Gen Fax Year 2020	d you need m T Report S reral Box Version Original	election Amount Federal Tax ID	Description UW-RIVER FALLS	Printed Date	Transmittal Date 12/21/2020

5. Review the 1098-T consent agreement. If you agree, check the box 'Yes, I have read the agreement' and click Submit.

Freddy Falcon			go to 🗸
1098-T Consent	mont	1-2	
I agree to receive my 1098-T Tax form agreement' checkbox means you will r button to always access your 1098-T or selection.	electronically through on-lin to longer receive the 1098-1 n-line. Select the Cancel pu	ie access. Selecting the 'Yes, I have read the T form via US mail. Select the Submit push ish button to return to the 1098-T Year	
The agreement is dated	12/21/2020	Yes, I have read the agreement	Cancel

6. Click the 'View 1098-T Selection' button.

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Version

	Freddy Falcon		<u>go to</u>	~!(»
	1098-T Consent	0.5		1-2	
	2. 1098-1 Consent	Confirmation			
	You have elected to Select the View 1098	receive your 1098-T electro 3-T Selection button to cont	nically instead of through the inue viewing your 1098-T.	US mail.	
			View 1098-	T Selection	
7.	Select the Tax Year hyp	perlink to view the 10	98-T Tuition Stateme	nt.	
	Freddy Falcon				
	Account Inquiry Account	Services			
	View 1098-T				
	Years listed indicate which 1 will only be visible for years y Statement. To view the deta Amount field.	098-T statements are availat you received a paper copy. S ils, select the Box Amount Ta	ole for you to access. Please n Select the Tax Year hyperlink to ab. View the details by selectin	ote that the Printed Date view the 1098-T Tuition g the hyperlink on the	
	Note: 1. If you use a pop-up block 2. If there is no hyperlink for should you need more inform	er, you will have to disable it the amounts, detail informat nation.	to display your 1098-T. ion is not available. Please co	ntact your Bursar's office	
	1098-T Report Selection				
	General Box Amount				

 Year
 Version
 Pederal fax ID
 Description
 Printed Date
 Infinitial Date

 2020
 Original
 Original
 UW-RIVER FALLS
 12/21/2020

Description

Federal Tax ID

8. A new tab will open with your 1098-T form. Your form can be downloaded or printed from your browser.

Printed Date

Transmittal Date

	CORRECTED	
FILER'S name, street address, city or town, state or province, co foreign postal code, and telephone number UW-RIVER FALLS STUDENT BILLING OFFICE 410 S 3rd St Discretifier MM	Intry, ZIP or 1 Payments received for qualified tuition and related \$ 9248.97 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2	Tuition Statement
Student Billing Office 715/425-314	5 Form 1098-T	
FILER'S employer identification no. STUDENT'S TIN	3	Copy B
		For Student
STUDENT'S name Freddy Marie Falcon	4 Adjustments made for a prior year 5 Scholarships or grant \$ \$ 542.00	ts This is important tax information and is being
Street address (including apt. no.) 123 S Main St	6 Adjustments to scholarships or grants for a prior year 5 Checked if the amour in box 1 includes amounts for an	at IRS. This form must be used to complete Form 8863
City or town, state or province, country, and ZIP or foreign post River Falls WI 54022-2449	JSA \$ March 2021	to claim education credits. Give it to the
Service Provider/Acct. No. (see instr.) 8 Check if at lease half-time study	st 9 Checked if a graduate 10 Ins. contract reimb./i	prepare the tax return.
Form 1098-T (keep for your records)	www.irs.gov/Form1098T Department of the Tr	easury - Internal Revenue Service

9. To return to your Student Center page, click on the previous eSIS tab and select "Student Center" from the drop down menu and click the >> symbol.

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9.2	2 QA						
Fredd	y Falcon					Student Center	<u>~</u>
Accou	nt Inquiry Account	t Services					
View Years will or Stater	1098-T listed indicate which ly be visible for years ment. To view the de nt field.	1098-T statemer s you received a p tails, select the B	nts are available for you to a paper copy. Select the Tax lox Amount Tab. View the d	access. Please note th Year hyperlink to view t letails by selecting the l	at the Printed Date he 1098-T Tuition hyperlink on the		
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Go to top

Any questions, please contact the Student Billing office at <u>billing@uwrf.edu</u> or (715) 425-3145.