

1098-T Information

NOTE: It is up to each taxpayer to determine eligibility for Educational Tax Benefits and how to calculate them. ACC cannot advise you on how to claim the tax benefits. Please contact a tax professional regarding your 1098-T questions.

For information available through the IRS, on both Educational Tax Benefits (deduction or credit) and the 1098-T, click on [IRS Publication 970](#) (PDF).

IRS Form 1098-T

The IRS form 1098-T (Tuition Statement) is issued to all students who attended an eligible education institution and paid qualified tuition and fees for the calendar year. The information on Form 1098-T is used to determine if you are eligible to claim an education credit on your Federal Income Tax Return.

The amounts reported in boxes 2 through 7 reflect transactions which occurred during the tax year. [**Important:** This 1098-T indicates the amount that ACC *billed* you. If you need the amount you actually paid during the tax year, please refer to your receipts; if they are not available, see **Statement of Account** below.]

If you did not receive a 1098-T or need a replacement, you may print one from the [Online Services](#) web site (Student Login) or you may request the replacement 1098-T be mailed to your address on file with ACC by sending an email to 1098T@austincc.edu or calling 512-223-1122.

If you need a **Statement of Account** or a prior year 1098-T, you may request this information be mailed to you by sending an email 1098T@austincc.edu or calling 512-223-1122. The information will be mailed to your address on file with ACC.

Requests should include the student's full name and student ID or the last four digits of their Social Security Number.

PLEASE NOTE for Address Changes:

If the address on file is not your current address, you update your address through Admissions and Records by completing a [Student Data Change form](#) (PDF). If you are faxing or mailing the form to ACC, be sure to include a photocopy of a picture I.D. Once your address has been updated, please send an email to 1098T@austincc.edu to have a duplicate 1098-T mailed to you.

If you have any other questions that are not answered by this website or the Frequently Asked Questions (FAQs) regarding the 1098-T or related issues about ACC, please send an email to 1098T@austincc.edu or call 512-223-1122.

FAQs for IRS Form 1098-T

More information about "Tax Benefits for Education" is available [here](#) (PDF).

- **I did not receive a 1098-T**

If you did not receive a 1098-T or need a replacement, you may print one from the [Online Services](#) web site (Student Login) or you may request the replacement 1098-T be mailed to your address on file with ACC by sending an email to 1098T@austincc.edu or calling 512-223-1122.

- If the address on file is not your current address, you update your address through Admissions and Records by completing a [Student Data Change form](#) (PDF). If you are faxing or mailing the form to ACC, be sure to include a photocopy of a picture I.D. Once your address has been updated, please send an email to 1098T@austincc.edu to have a duplicate 1098-T mailed to you.

- **Box 1 is blank and I paid for my tuition.**

ACC is not required to complete Box 1. ACC uses the billed amount for reporting to the IRS, not the amount paid. If you need the amount paid, please refer to your receipts; if they are not available, e-mail 1098T@austincc.edu to request a Statement of Account to be mailed to the address on file with ACC.

- **Box 2 is zero. If the amount in Box 2 is zero:**

1. The student's tuition and fees may have been paid by an exemption or a sponsor. The amount billed, less the amount paid by the exemption or sponsor, is the amount reported in this box; or,
2. The student's qualified tuition and fees may have been paid by a "guaranteed tuition plan" (such as Texas Tomorrow, now called Texas Guaranteed Tuition Plan). The amount billed, less the amount paid by the "guaranteed tuition plan," is the amount reported in this box. [In previous years, we reported the total amount billed. However, IRS does not require us to include the "guaranteed tuition plan" payment on the 1098-T. The agency that operates the plan will report that amount to you on an IRS 1099-Q.] Or,
3. The student did not have any billing for the reporting year but received financial aid for a previous year. In such a case, Box 2 would be zero but there would be an amount reported in Box 5.

- **Box 3 is blank**

This box indicates whether the institution has changed its reporting method. ACC did not change its reporting method for the 1098-T.

- **Box 4 has an amount in it**

This box shows any adjustment made for a prior year for qualified tuition and related expenses that were reported on a prior year 1098-T.

- **Box 5 is for scholarships and grants**

If the box is blank, the student did not receive any scholarships or grants. If the student received a loan, it is not reflected in the box because it does not qualify as a scholarship or grant. If there is an amount in box 5, the student received a scholarship or grant for that amount during the tax year.

- **Box 6 is for adjustments to scholarships or grants for a prior year.**
If there is an amount in box 6, an adjustment was made to the student's scholarship or grant from a previous year.
- **Box 7 has an 'X' in it**
This box indicates whether the amount in box 2 includes amounts for an academic period beginning January through March of the current calendar year.
- **Box 8 has an 'X' in it**
This box indicates whether the student was registered for 6 hours or more each semester. If it is blank, the student was registered for fewer than 6 hours each semester.
- **Boxes 9 and 10 are always blank.**
- If the student is requesting a 1098-T for a prior year, they must send an e-mail to 1098T@austincc.edu, specifying the year for which they are requesting a 1098-T.