

Form 1098-T

FEDERAL TAX ID # 13-3893536

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1. WHAT IS FORM 1098-T?

Form 1098-T 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 (TIN), and enrollment/academic status.

2. HOW IS THE FORM ISSUED?

The Form 1098-T is issued to John Jay College students who pay tuition and fees from January 1st – December 31st of each calendar year. Forms are mailed by the CUNY 1098-T Server on January 31st of each year for the prior calendar year, however, students can obtain the form electronically from their CUNYfirst account as indicated below:



To opt into paperless forms, follow the same steps & then select 'Grant Consent.' The benefits of going paperless for the Form 1098-T are the following: (1) Online delivery provides access to the Form 1098-T earlier than the traditional mailing process; (2) Eliminates the chance the Form 1098-T will be lost, delayed, or misplaced; and (3) Safer & more secure.

3. WHAT EDUCATIONAL EXPENSES QUALIFY UNDER THE 1098-T?

Tuition + Student Fees	YES
Tuition and fees are included only if paid to the institution as a condition of enrollment and attendance within the applicable tax year.	
Books	NO
Transportation/ Housing / Meal Plans	NO
No-Credit Courses	NO

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4. DOES THIS FORM GUARANTEE I WILL RECEIVE A TAX CREDIT/REFUND FOR WHAT I PAID?

This form does **NOT** guarantee eligibility for educational tax credits. Entitlement is determined by the tax preparer/IRS.

5. DOES EVERYONE GET THE 1098-T FORM?

THE CITY UNIVERSITY OF NEW YORK DOES NOT RELEASE A 1098-T TO STUDENTS WHO ARE NOT ELIGIBLE.

Below are some common examples of 1098-T reporting for tuition/fees that are BILLED and PAID in the TAX FILING year:

- The 1098-T may be reported for tuition/fees that are paid **IN-FULL** by the **STUDENT** (cash, check, money order, payment plan or student loan).
- The 1098-T may NOT be reported for tuition/fees paid **IN-FULL** by **FINANCIAL AID** (TAP, PELL, SEOG, SEEK, Scholarship or Sponsor).

6. I AM NOT ELIGIBLE FOR THE 1098-T, BUT MY TAX PREPARER IS ASKING FOR ONE. CAN I PROVIDE MY RECEIPTS/TUITION STATEMENT?

RECEIPTS OR A TUITION STATEMENT (BILL) MAY NOT BE PROVIDED TO A TAX PREPARER OR THE IRS AS PROOF OF OUT-OF-POCKET PAYMENTS. Erroneously using these documents to claim tuition benefits may cause you to be audited. **THE ONLY APPROVED FORM TO CLAIM EDUCATIONAL TAX CREDITS IS THE 1098-T.**

The City University of New York is only required to send Form 1098-T to eligible students. You are still able to file your taxes without Form 1098-T; however, you will be unable to claim educational tax credits as it pertains to John Jay College. **STUDENTS MAY PROVIDE THIS INFORMATION SHEET TO THEIR TAX PREPARER.**