

# Accessing Your 1098T Form:

## Self-Service Banner:

1. Login to [Catsweb](#) using your student ID and pin
2. From the Self-Service Banner main page, click the 'Student' tab or click on 'Student'

Personal Information **Student** Financial Aid Proxy Access

Search   [SITE MAP](#) [HELP](#) [EXIT](#)

### Main Menu

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Last web access on Aug 25, 2014 at 09:11 am

[Personal Information](#)  
Update addresses or contact information; review name or social security number change information; Change your PIN.

[Student](#)  
Admissions Status, Registration, Student Records, Housing, Meal Plans and Degree Audit

[Financial Aid](#)  
Apply for Financial Aid; View financial aid status and eligibility, accept award offers, and view loan applications.

[Manage Parent/Proxy Access](#)  
Allows you to grant parents (or other related individuals) limited, view-only access to your information.

[Admission Status](#)

3. Click on 'Student Account'


### Student

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[Admissions Status](#)  
Apply for Admission or Review Existing Applications

[Registration](#)  
Check your registration status, class schedule and add or drop classes

[Student Records](#)  
View your holds, grades, transcripts, and apply for graduation

[Student Account](#)   
View your account summaries, statement/payment history and tax information

[Housing and Meal Plans](#)  
Submit/Review Contract and Preferences

[Parking Services Permits and Citations](#)  
Buy parking permits and pay for parking related citations

[Tuition and Fee Information](#)  
Make payment, view account detail, sign-up for direct deposit, authorize 3rd party users

[Degree Audit](#)  
Review your academic progress.

[Registration Payment Confirmation](#)  
View if sufficient payment has been made to your account to prevent cancellation of your classes


[Meningitis Immunization](#)  
**This link is ONLY for those students who have received a notification regarding their meningitis vaccination!**

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#### 4. Select 'Tax Notification'

##### Student Account

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[Account Summary](#)  
[Account Detail for Term](#)  
[Account Summary by Period](#)  
[Select Tax Year](#)  
[Tax Notification](#)   
[View Holds](#)


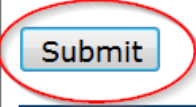
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#### 5. Input Tax Year and Click 'Submit'

##### Select a Tax Year

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**Enter a Tax Year:**

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## ACS Website:

1. Visit the site <http://www.1098T.com>
2. Click on 'Access My Record'


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|----------------------------------|--|
| User Instructions                | TCRS For Students  |
| Education Tax Credit Information | <b>Tax Credit Reporting Service for Students</b>   |
| <b>Access My Record</b>          | Welcome to the Tax Credit Reporting Service (TCRS) Student/Taxpayer web site. This site provides useful information on the Taxpayer Relief Act of 1997, which provides education tax incentives for eligible taxpayers. These benefits, called the American Opportunity Tax Credit and Lifetime Learning Credit, allow taxpayers to reduce their federal income tax based upon qualified tuition and fees paid, assuming the taxpayer meets all TRA'97 requirements. |
|                                  | <b>*Attention**</b> The American Opportunity Tax Credit has been extended through December 2017 by the American Taxpayer Relief Act of 2012.   |
|                                  | <a href="#">Click here to learn about the American Opportunity Tax Credit</a>  |
|                                  | This site also contains information on the Tuition and Fees Deduction for Higher Education Expenses. This tax deduction permits taxpayers to take an "above the line" deduction for qualified higher education expenses paid by the taxpayer during a taxable year. Additional information can be found by selecting the The Deduction for Higher Education Expenses link under the Education Tax Credit Information menu option.                                    |
|                                  | For more information regarding student loan interest paid and 1098-E year-end tax statement click the following link <a href="http://www.acs-education.com">www.acs-education.com</a>  |
|                                  | If TCRS provides tax credit reporting services for your school, proceed to Access My Record and follow the instructions to obtain secure access to your student-specific data.   |


3. Enter the Social Security Number and the Last Name of the Student.
4. If you don't have a Password, leave blank and click on 'Log in.' You will then be prompted to create a password.

You may choose to login with your school issued Student Identification Number rather than your Social Security Number (SSN) by [clicking here](#).

Additionally, if you do not have or did not provide a SSN to your school you may also login using your school issued Student Identification Number. [Click here to login using your Student Identification Number](#).

**Please Log In**

Social Security Number:  -  -  

LAST NAME:  

PASSWORD:

If you forget your Password or do not have one, enter your SSN, Last Name

*\*To create a Password, you'll need the First Name of the student, their mother's maiden name, and the student's birthday.*

- Once you are logged in, click on the 'View My 1098-T Form' link to view the form. The link is located on the left side of the screen, and in the middle of the screen.

- | Student Information
- | Edit My Record
- | [View My 1098T Tax Form](#)
- | User Instructions
- | TCRS Brochure
- | Logoff

TCRS For Students | Access My 1098-T

There are 195 days remaining until April 15<sup>th</sup>

Could TCRS have additional information for you under another last name? If so, you may access that information by entering that last name and clicking 'Switch'. Since Name and address information are reported to the IRS, it is important that you notify our school(s) of any change in your name.

Last Name

VIEW AND PRINT A VALID COPY OF YOUR 1098-T FORM

- TCRS may have your 1098-T information for more than one year. Please select which tax year you would like to view.

2013 ▾

- TCRS has your 1098-T information for:

Texas State

- Click here to [View My 1098-T Form](#)

**YOU HAVE CONSENTED TO RECEIVE YOUR FORM ELECTRONICALLY**

**YOUR 1098-T IS AVAILABLE AS OF 30-Jan-2014.**

Please note: If an available date is provided consenting to receive your form electronically will apply to future form issuances.

IRS Form 1098-T is generally mailed by January 31st each year. Your school provided, or will provide, your mailing address to the Tax Credit Reporting Service (TCRS). Please review your address information below. If you need to update your address, please click 'Edit My Record' on the left-hand menu. If you enter an updated address before TCRS has mailed your IRS 1098-T form, the form will be sent to your updated address.

*\*If you get the message "Form is not available" you may not have paid any tuition payments in the prior calendar year. You can access other calendar years on this website.*

6. To print the form and any details use the Print options available.