We have compiled a list of questions that have been frequently asked by your fellow students about the Form 1098-T, Tuition Statement. Please feel free to reach out to your Student Service Advisor if you have any additional questions.

Table of Contents (Click or tap the links below to review the answer to your question)

- Why did I receive a Form 1098-T statement, and what am I supposed to do with it?
- How can I go paperless for my Form 1098-T statement?
- Was a copy of the Form 1098-T statement also sent to the IRS?
- Why isn’t there an amount in Box 1?
- I didn’t receive any scholarships or grants. Why do I have an amount in Box 5?
- I thought I was attending half-time. Why isn’t Box 8 checked?
- Where can I find out more about educational tax credits and deductions?
- What if I find a discrepancy on my Form 1098-T statement?

**Question: Why did I receive a Form 1098-T statement, and what am I supposed to do with it?**

**Answer:** Form 1098-T, Tuition Statements must be provided to each student (excluding non-resident alien students) with reportable transactions during the specified calendar year. This form serves to alert students that they may be eligible for an educational tax credit. Receipt of the Form 1098-T statement does not indicate eligibility for a tax credit. It is up to each taxpayer to determine eligibility for the credits and how to calculate them. The Form 1098-T statement provided to you is for informational purposes and is not required to be submitted with your tax return.

To learn more about tax credits or deductions for higher education, please review the National Association of Student Financial Aid Administrators’ (NASFAA) annual **Federal Tax Benefits for Higher Education** guide or please visit the IRS’ website for **Publication 970**.

NOTE: Chamberlain cannot provide income tax advice. If you have any Form 1098-T statement questions regarding tax credits, eligibility, tax deductions, etc., please contact a tax professional or the IRS Taxpayer Assistance line at **800.829.1040**.

**Question: How can I go paperless for my Form 1098-T statement?**

**Answer:** Enrollment for paperless Form 1098-T statements can be done directly through your student portal in four easy steps.

1. Log in to your student portal at [my.chamberlain.edu](http://my.chamberlain.edu)
2. In the upper-right side of the page, hover over the **Finances** tab and click or tap on **Manage Account Authorizations** from the drop-down menu.
3. Change the authorization for **Opt in for electronic 1098Ts** from **No** to **Yes** and click or tap **Save**
4. Confirm your changes by clicking or tapping on **Make changes**

**Question: Was a copy of my Form 1098-T also sent to the Internal Revenue Services (IRS)?**

**Answer:** Yes. The Taxpayer Relief Act of 1997 (TRA97) requires Chamberlain College of Nursing to send a copy of the Form 1098-T statement to the IRS for any student with qualified tuition and related expenses for the previous calendar year. These will be sent in March and again if there are any updates or corrections to your Form 1098-T statement.
Question: Why isn't there an amount in Box 1?

Answer: The IRS instructs institutions to report either payments received (Box 1) or amounts billed for qualified tuition and related expenses (Box 2) on the Form 1098-T statement. Chamberlain College of Nursing reports the amounts billed for qualified tuition and related expenses (Box 2), so Box 1 will be blank.

Question: I didn't receive any scholarships or grants. Why do I have an amount in Box 5?

Answer: Qualified scholarships and grants, per IRS guidelines, include many items that may not seem to be a scholarship or grant. Items that may be included in Box 5 include:

- Scholarships and Grants
  - All Title IV and State Grant
  - All scholarships – both from the school or an outside party
  - DeVry Group Pricing programs
- Third-Party Payments
  - Agency, third-party, or company payments
  - Military payments
  - Chapter 33 including Yellow Ribbon

NOTE: These transactions must be included, even if they are non-taxable.

Question: I thought I was attending half-time. Why isn’t Box 8 checked?

Answer: Undergraduate students will have a check in Box 8 if the student was enrolled at least half-time (defined as six credit hours) for at least one semester that began during the 2015 tax year. If you believe you meet this criteria and your Box 8 is not checked, please contact your Student Service Advisor.

This box is not required to be completed for graduate students, so if you are a graduate student (marked in Box 9), you may not have Box 8 checked, even if you attended at least half-time.

Question: Where can I find more information about educational tax credits and deductions?

Answer: For more information on all tax benefits for education, please visit the IRS website for Publication 970.

You may also wish to review the National Association of Student Financial Aid Administrators’ (NASFAA) annual Federal Tax Benefits for Higher Education guide.

NOTE: Chamberlain cannot provide income tax advice. If you have any Form 1098-T statement questions regarding tax credits, eligibility, tax deductions, etc., please contact a tax professional or the IRS Taxpayer Assistance line at 800.829.1040.

Question: What if I find a discrepancy on my Form 1098-T statement?

Answer: Please contact your Student Service Advisor if you have any questions about the information reported on your Form 1098-T statement. They will research further and make sure you are sent an updated form if needed. Please allow up to 72 hours to receive a response about any discrepancies.
Question: Where can I find my Form 1098-T?

Answer: To access, view, and print your electronic Form 1098-T statement, please:

1. Log in to your student portal at my.chamberlain.edu
2. Click or tap on the Finances tab
3. On the right-hand side of the page you will see the Student Account Actions section. Click or tap on Tax Notification.
4. Type in a tax year and click or tap Submit

Students who attended DeVry University or its Keller Graduate School of Management as well as Chamberlain College of Nursing for the 2015 calendar year will have two separate Form 1098-T statements.

These students can access their electronic Form 1098-T statements through our third-party vendor, ECSI, by:

1. Visiting borrower.ecsi.net
2. Type in the ECSI School Code for the institution – you will need to set up two accounts with ECSI in order to view both your DeVry/Keller and Chamberlain Form 1098-T statements
   - DeVry/Keller – IM
   - Chamberlain – IQ
3. Click on Need help logging in?
4. Fill out all required fields on the screen and click or tap Submit

Questions about the navigation of ECSI's site or login problems can be addressed with an ECSI representative at 866.361.356.

NOTE: If you cannot log in to your student portal or find a Form 1098-T statement when searching on the student portal, or if you need a Form 1098-T statement from prior to 2011, please use the ECSI method to retrieve your records.