**Navigation to view Tax Form 1098-T:**

# \*CURRENT and FORMER students will access their 1098-T online through Campus Connection.\*

1. **Sign in to Campus Connection:** [**www.NDSCS.edu/CampusConnection**](http://www.ndscs.edu/CampusConnection)

* If you do not remember your User ID or Password, click on “Help Desk Support”, scroll down to the *NDUS Account* section, and follow the prompts. For further assistance, call 1-866-457-6387.

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1. **Within Campus Connection, click on “Financial Account” tile, then click “View 1098-T”.** There will be 2 tabs with 1098-T information**: “General”** & **“Box Amount”.**

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* 1. **“General” tab** – click on the tax year you want to view/print; it will open in another window.

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* 1. **“Box Amount” tab** – by clicking on an amount hyperlink, the details included in that amount will show.

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**Sample of Form 1098-T:**

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**1098-T Box Explanations:**

* **Box 1 Payments Received** – Shows payments received towards your NDSCS account that paid **qualified tuition and related expenses** during the tax year. Examples of payments included in Box 1: personal payments, loans, scholarships, grants, 3rd-party funding.
  + Payments received for costs that are not tuition-related (such as books) will **not** be reflected in Box 1, but may be eligible to use for calculating the Education Tax Credit; adequate personal financial records of these payments (ex. receipts, bank statements, etc.) may work as documentation for tax purposes.
* **Box 2** - Reserved for future use.
* **Box 3** - Reserved for future use.
* **Box 4 Adjustments Made for a Prior Year** - Shows any adjustments made to amounts that were previously reported on a prior year’s FORM 1098-T for qualified tuition and related expenses.
* **Box 5 Scholarships or grants** - Shows the total of all scholarships, grants or 3rd-party funding received during the tax year.
* **Box 6 Adjustments Made for a Prior Year to Scholarships or Grants** - Shows adjustments made to amounts that were previously reported on a prior year’s FORM 1098-T for scholarships, grants or 3rd-party funding.

**For further information**:

* Form 1098-T related information: [www.irs.gov/form1098T](http://www.irs.gov/form1098T)
* Education Tax Credit information: [www.irs.gov/form8863](http://www.irs.gov/form8863)
* NDSCS 1098-T Information: [www.NDSCS.edu/1098-T](http://www.ndscs.edu/1098-T)
* For questions relating to the specific amounts listed on your 1098-T that could not be answered by reviewing the information within the “Box Amount” tab (referenced above), you may call the NDSCS 1098-T line at 1-701-671- 2199 or 1-800-342-4325 ext. 3-2199.

01/28/2024