Navigation to view Tax Form 1098-T:
*Current & former students have the ability to view & print copies of their 1098-T tax form online.*

Sign in to Campus Connection: www.NDSCS.edu > Campus Connection
- Sign in with your User ID and Password.
- If you do not remember your password, click on “User ID and Password Help”.

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”:

<table>
<thead>
<tr>
<th>Year</th>
<th>Version</th>
<th>Federal Tax ID</th>
<th>Description</th>
<th>Printed Date</th>
<th>Transmittal Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019</td>
<td>Original</td>
<td>456002451</td>
<td>ND State College of Science</td>
<td>01/27/2019</td>
<td>03/21/2019</td>
</tr>
<tr>
<td>2018</td>
<td>Original</td>
<td>456002451</td>
<td>ND State College of Science</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Year</th>
<th>Version</th>
<th>Payments Received</th>
<th>Amount Billed</th>
<th>Prior Year Adjustments</th>
<th>Scholarships or Grants</th>
<th>Prior Year Grant Adjustments</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019</td>
<td>Original</td>
<td>7886.73</td>
<td>0.00</td>
<td>0.00</td>
<td>8636.00</td>
<td>0.00</td>
</tr>
<tr>
<td>2018</td>
<td>Original</td>
<td>3171.87</td>
<td>0.00</td>
<td>0.00</td>
<td>7888.00</td>
<td>554.00</td>
</tr>
</tbody>
</table>

“Box Amount” tab – by clicking on an amount, you will see the activity that is included in the amount shown:
Sample of Form 1098-T:

1098-T Box Explanations:

- **Box 1 Payments Received** – Shows payments received towards your NDSCS account that paid **qualified tuition and related expenses** during the 2018 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 Amounts Billed** – This box will be blank, since the IRS now requires institutions to report Payments Received (Box 1). **Note:** If you have received a 1098-T from NDSCS in prior years, please be aware that our filing method changed in 2018. Prior to 2018, NDSCS filed using Box 2-Amounts Billed; starting in 2018, NDSCS is filing using Box 1-Payments Received.

- **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 2018 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:

- 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.