1098t Instructions for Tax Year 2017

Login at: www.tsc1098t.com
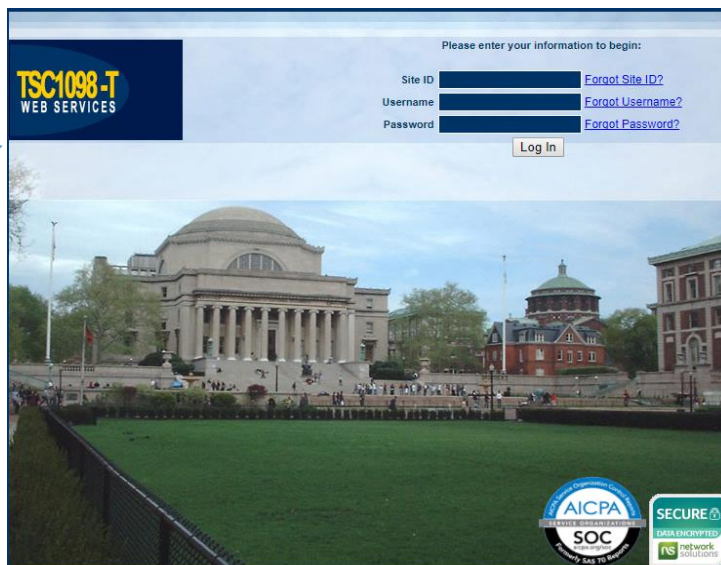**Site ID**:   11477
User Name: eCampus ID (**W1234567**)
Password: Last 4 of your SSN; you will be prompted to change your password after your initial login for security purposes.

Toll Free Help Hotline: 888-220-2540

This will be your login screen

Please note that Santa Clara does not mail any forms for security and environmental purposes. This consent is provided at the time you agree to the University Terms and Conditions.

For the 2017 tax year, we will continue to report on the billed methodology that is allowed by the IRS. All qualified billed charges will appear in box 2 and scholarships & grants, as well as any third party payments, will appear in box 5. All other miscellaneous information posted to your account from Jan. 1-Dec. 31 2017 will appear on the supplemental pages. You can verify your account information via eCampus by reviewing your SCU Account Detail.

The University is required to send 1098t information to the IRS for all US Citizens. If you did not supply your SSN to the University during your application process, you will need to go to the OneStop office and complete a W9s form to receive a 1098t.

> Santa Clara does not have to provide a 1098t for:
> - students in a non-degree program
> - non-resident aliens/international students*
> - students whose qualified tuition/fees are paid entirely with scholarships/grants, including government agencies such as Veterans Affairs and Department of Defense.
>
> *Non resident aliens/international students that would like a 1098t form will have to complete a W9s form and copy of their work visa. Only students with a work visa can obtain a form.

If you can not locate your 1098t via the TABS website or have address, name or SSN changes, please go to the OneStop office to complete the necessary form(s). All other questions about your form should be forwarded to **1-888-220-2540.**