



**2016 IRS Form 1098-T Information
January 19, 2017**

ASU contracts with ECSI to provide the 1098-T Tax Notifications. ECSI will mail paper 1098-T forms no later than January 31, 2016. 1098-T forms for 2016 are now available online at the ECSI website: www.heartlandecsi.com. Information about the tax credit and frequently asked questions can also be found on the HeartlandECSI website. **Adams State's school code is Q2.**

1098-T information may also be viewed at www.adams.edu/onestop under the heading **Student Account**: then click **Student Services & Financial Aid**, click **Student Records**, click **Tax Notification**. **Extended studies students taking print based classes only do not have access to School Services.**

The IRS allows colleges and universities to report **either** Payments Received (Box 1 on the 1098T) or Amounts Billed (Box 2 on the 1098T). Like most schools, Adams State reports **amounts billed for qualified tuition and related expenses. This is Box 2 of the 1098-T.**

The 1098T for 2016 shows qualified tuition and fees billed (Box 2) to you during the calendar year, as well as scholarships or grant aid (Box 5) applied to your account during 2016. Reductions made during 2016 to qualified tuition and fees reported as billed in a prior calendar year as well as reductions to scholarships or grant aid reported for a prior calendar year are shown separately (Boxes 4 & 6). Form 1098T provides part of the information needed to claim education tax benefits that may be available to you.

The federal government requires 3rd party payments received by Adams State to be reported as scholarships and/or grants. Third party payments can include veterans or vocational rehabilitation benefits, payments by employers, school districts or other private or government agencies. COF and State Tuition Support (reciprocity) are considered third party payments and are reported on the 1098T as scholarships and grants.

Qualified tuition and related expenses does not include amounts paid for insurance, medical expenses (including student health fees), room and board, transportation or other education expense related to sports, games or hobbies or noncredit course(s). Although room and board cannot be included in qualified tuition and related expense, scholarships for room and board must be included with Scholarships and Grants as they are intended to cover the student's "cost of attendance". Course materials assessed on a student's bill (course specific fees) are included in Box 2 of the 1098-T. Books and other educational supplies are usually purchased directly by students from a variety of sources and, in most cases, are not included on the 1098-T.

To correct your SSN on the ECSI site, please download the W-98 form and follow instructions at:
<http://www.heartlandecsi.net/taxSelect/w9s.pdf>

To correct SSN or name information on the 1098-T please contact the following:
Extended Studies Students: 719-587-8301 or 800-548-6679 (ask for Lisa Strobeck)
Records Office: 719-587-7322.

To receive your 1098-T Tuition Statement electronically
<https://heartland.ecsi.net/index.main.html#/access/eConsent>

**If you have questions about the amounts on the 1098-T form, please contact Student Business Services
719-587-7728 or 877-862-8202**

Neither Adams State nor ECSI can provide tax advice. Please contact your tax professional or the IRS if you have tax specific questions about tax credits, eligibility, or reporting the tax credit on your tax return.