

## Opt-in Instructions for Students

Go to [www.1098t.com](http://www.1098t.com) and click on Access my Record (below bottom left hand side-last link)

ACS :: 1098T - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address <http://www.1098t.com> Go Links Google G Settings

Privacy Policy

People Making Technology Work™

ACS

**User Instructions**

**TRA'97 Information**

**Access My Record**

**TCRS For Students**

**Tax Credit Reporting Service for Students**

Welcome to the Tax Credit Reporting Service (TCRS) Student/Taxpayer web site. This site provides useful information on the Taxpayer Relief Act of 1997, which provides education tax incentives for eligible taxpayers. These benefits, called the Hope Scholarship Credit and Lifetime Learning Credit, allow taxpayers to reduce their federal income tax based upon qualified tuition and fees paid, assuming the taxpayer meets all TRA'97 requirements.

This site also contains information on the Tuition and Fees Deduction for Higher Education Expenses. This tax deduction permits taxpayers to take an "above the line" deduction for qualified higher education expenses paid by the taxpayer during a taxable year. Additional information can be found by selecting the The Deduction for Higher Education Expenses link under TRA'97 Information menu option.

For more information regarding student loan interest paid and 1098-E year-end tax statement click the following link [www.acs-education.com](http://www.acs-education.com).

**Do You Qualify?**  
Access Your 1098-T  
to Determine Eligibility.

The following screen displays:

ACS :: 1098T - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address <https://www.1098t.com/access/login.asp> Go Links Google G Settings

People Making Technology Work™ Privacy Policy

A C S

User Instructions  
TRA'97 Information  
Access My Record

TCRS For Students

You may choose to login with your school identification number rather than your Social Security Number (SSN) by [clicking here](#).

Additionally, if you do not have or did not provide an SSN to your school you may also login by [clicking here](#).

Please Log In

Social Security Number:  -  -

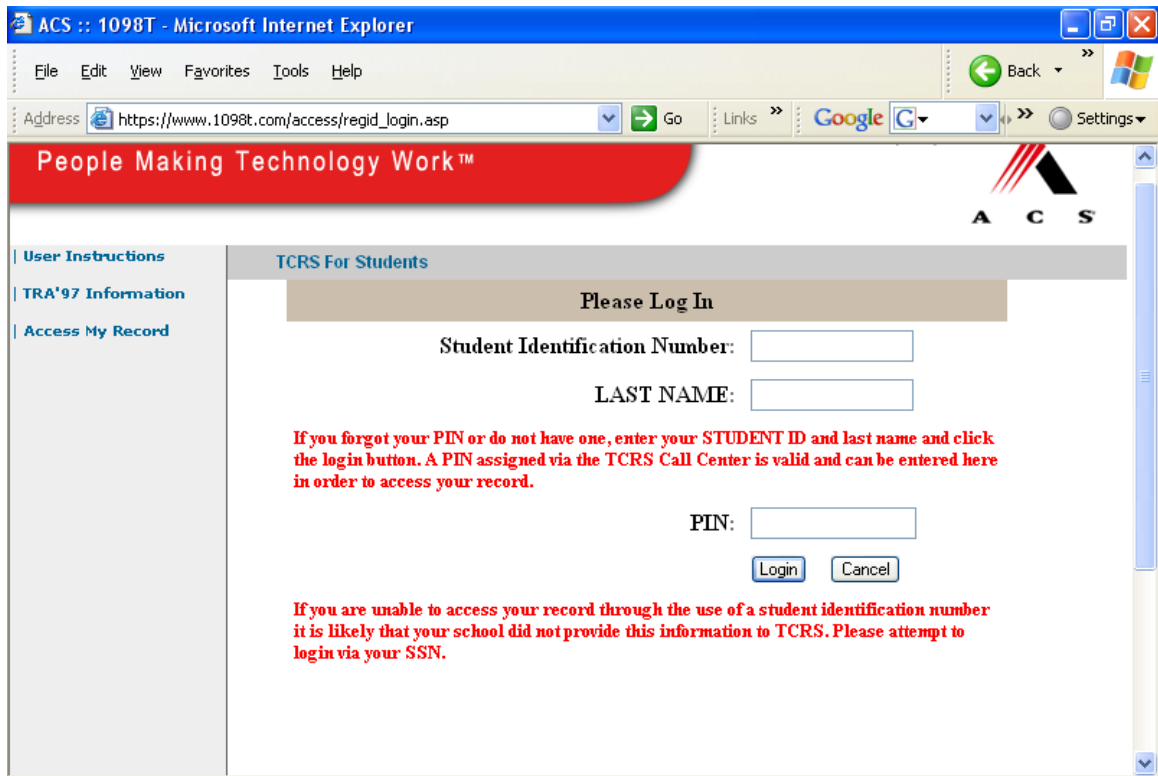
LAST NAME:

PIN:

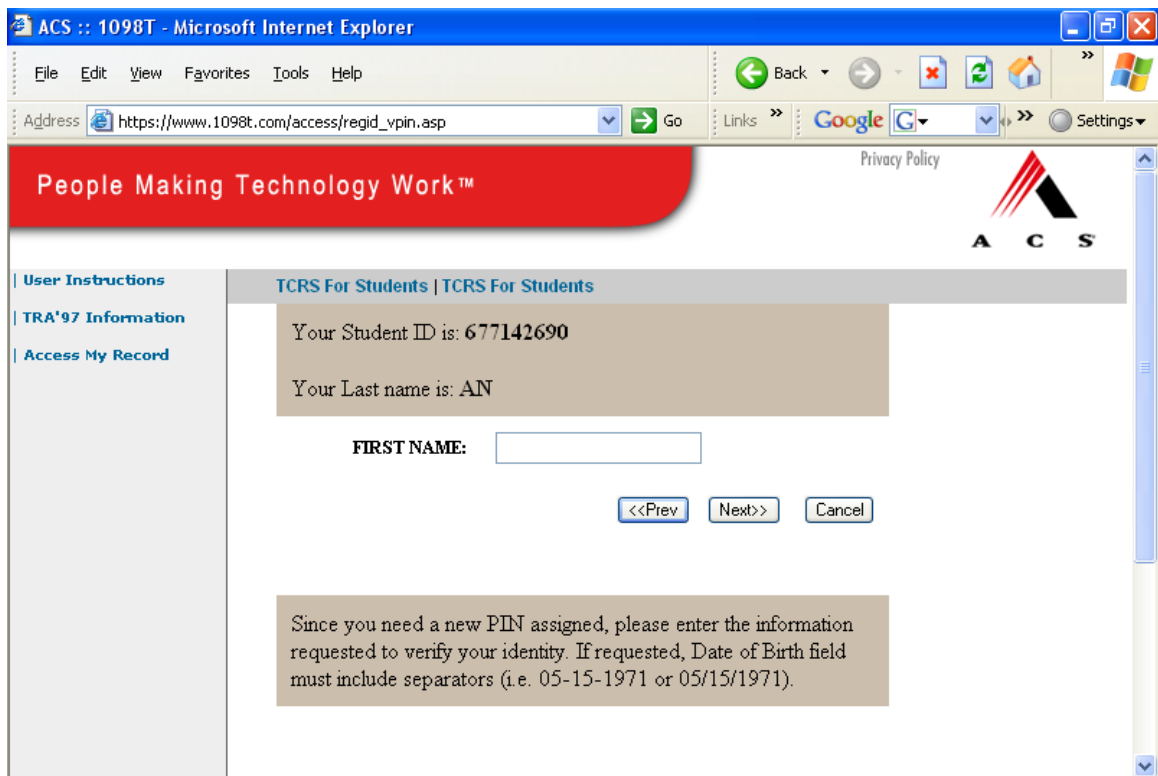
Login Cancel

If you forgot your PIN or do not have one, enter your SSN and last name and click the login button. A PIN assigned via the TCRS Call Center is valid and can be entered here in order to access your record.

The student can login using the SSN # (if they do not have a pin than they just click on login and will be prompted—similarly to the “registration id” login process)



The student will now need to enter their registration id number and last name and click login.



From this page they will need to enter their first name and click Next

ACS :: 1098T - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address [https://www.1098t.com/access/regid\\_cpjn.asp](https://www.1098t.com/access/regid_cpjn.asp) Go

Links >> Google G >> Settings >>

People Making Technology Work™ Privacy Policy

A C S

User Instructions

TRA'97 Information

Access My Record

TCRS For Students

Your Registration ID is: 677142690

Your Last name is: AN

MOTHER'S MAIDEN NAME:  ◀ Required

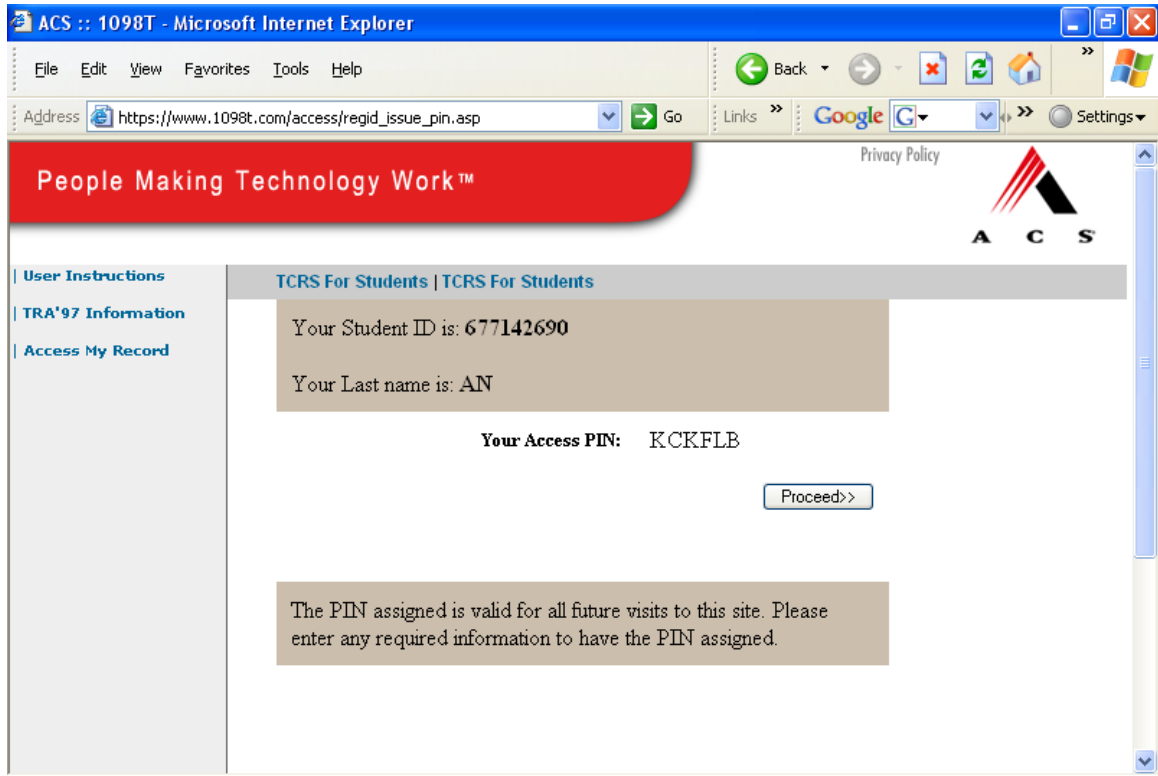
DATE OF BIRTH:  ◀ Required

<<Prev Next>> Cancel

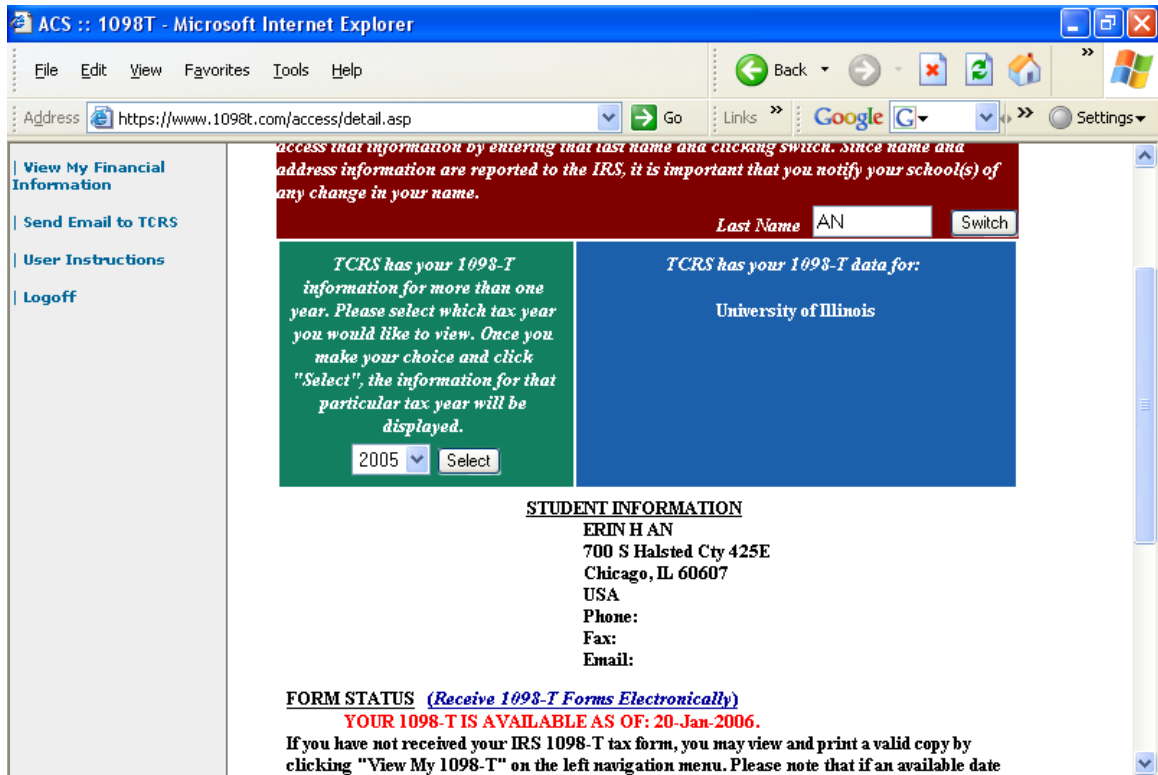
**Please enter the required information.**

Since you need a new PIN assigned, please enter the information

Enter the mother's maiden name and date of birth and Click Next



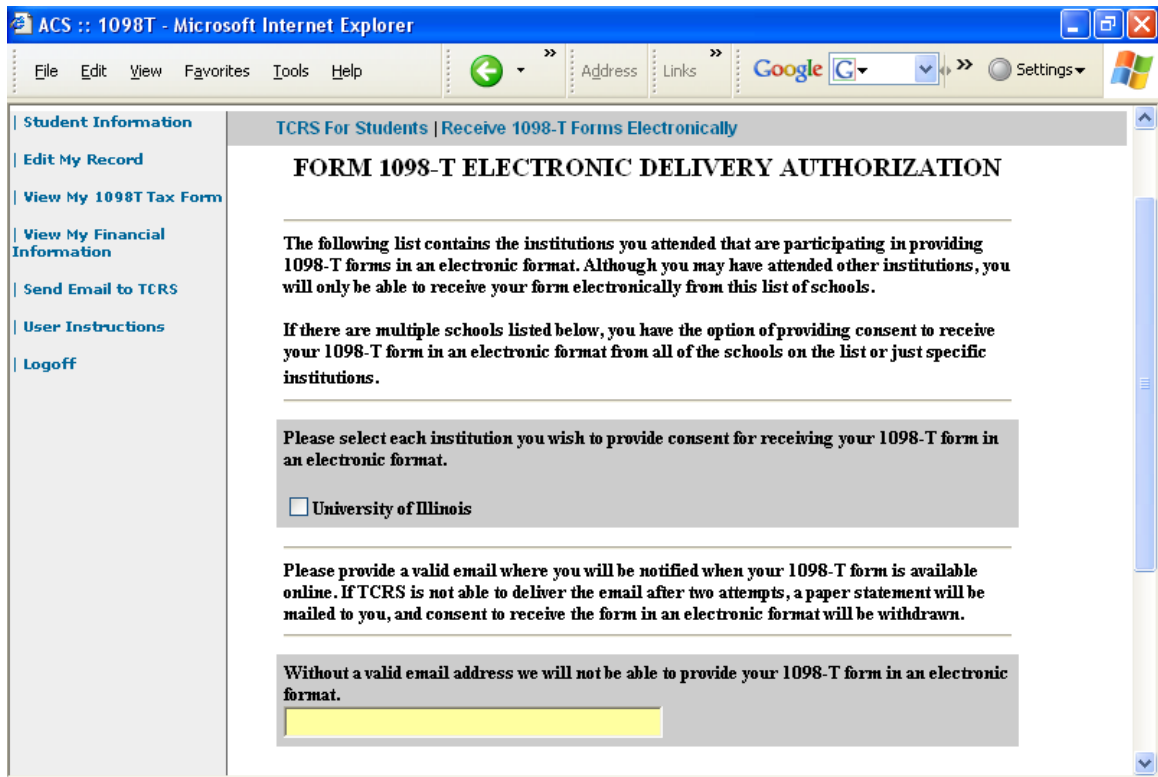
The system assigns the student an access pin, as shown above. Click Proceed



The student will need to scroll down but will see the following blue link located in the middle of the screen.

\*\*\* [FORM STATUS \(Receive 1098T Forms Electronically\)](#) \*\*\*

They will need to click on the blue link.



The Consent Form is displayed on the screen. The student will need to select the check box next to the name of your university and put in a VALID e-mail address and click on Grant Consent.

ONCE STUDENT'S CLICK THE BUTTON THE OPTION TO FILE ELECTRONICALLY WILL NO LONGER BE AVAILABLE TO THEM.

At this point the student will receive an e-mail notifying them that the 1098-T is available for retrieval from [www.1098-T.com](http://www.1098-T.com). PLEASE NOTE THAT THE 1098-t IS NOT SENT VIA E-MAIL—JUST NOTIFICATION THAT IT IS AVAILABLE ON THE WEBSITE FOR PICK-UP.

Also, if the student elects to remove opt-in notification and have the form mailed to them they can contact the student hotline at 1-877-467-3821 and request that e-delivery consent be revoked