

1098-T Tax Forms and Information

Vermont Law School's 1098-T Tax forms are in the process of being mailed out. They were prepared and mailed by a Tax Credit Reporting Service (ACS).

1098-T forms are currently available online @ www.1098-t.com

VLS reports on this form the amount that you were charged/billed for tuition during the tax year (some will see tuition charges for the spring included as they were billed to your account in December).

We also provide you with other categorized amounts charged/credited to your account that will appear in your "financial record information" on the back of the form.

You may NOT receive a form if:

- the type of enrollment did not meet the reporting criteria (Audit credits or Non-degree/Grad credits taken in the summer, less than half time status)
- your tuition was totally paid by scholarship or a third party
- you chose at one time to receive this information electronically and the e-mail address is no longer valid
(To request your 1098-T electronically or to view the current e-mail address on file for delivery, please log into www.1098-T.com and follow the instructions)
- your correct current address was not on file. (To request your 1098-T electronically or to view the current address on file for delivery please log into www.1098-T.com and follow the instructions)

****Only one (1) 1098-T form will be mailed out, if you have not received one in the mail; Please visit www.1098-T.com and login to your account to retrieve your 1098-T.****

PLEASE REMEMBER THIS WEBSITE: WWW.1098-T.COM AS THIS IS WHERE YOU CAN RETRIEVE YOUR FORM ONCE YOU HAVE GRADUATED!

You may access your information and print additional copies of your 1098-T form.

At the 1098-T.com **home page** you will see three choices to the left of the screen labeled "User Instructions", "Education Tax Credit Information", and "Access My Record". Click on "Access my Record" and follow the instructions. You will be asked for further information and be instructed to pick a PIN number for future access. I believe that it is the ID# you have been using at school for exams, etc. Once you have logged on, look to the left of the screen for "view my 1098-T tax form". Click on it and print a copy. There are additional choices on the left. "View my Financial Information" lists the dollar figures (by category) that you were charged/credited. If the tuition figures and payments don't appear correct and the detail is needed for the Calendar year 2014, please contact the Business Office for a detailed statement.

If you click on the "Education Tax Credit Information", you will have more choices (on the left side of the screen) in regard to information about Hope Credit, Life Time Learning Credit, Deduction for Higher Ed Expenses, Downloading the required Education Tax Credit Forms (IRS FORM 8863 & 8917& 1098-T), and Frequently Asked Questions.

Any questions about your eligibility for the tax credit should be referred to your tax preparer/advisor.

Having trouble accessing WWW.1098-T.COM ? Please call ACS @ 1-877-467-3821 where a customer service representative can assist you with online access.

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