FAQ related to 1098T

Q: What is the 1098T tax form?
A: The 1098T tax form is an Internal Revenue Service (IRS) tuition statement which is intended to help students file their federal income tax return. The University mails paper copies of the 1098T tax form to students each January (unless the student has opted to receive it electronically) and also reports this same information to the IRS. Students need to keep the 1098T tax form for their records. Since Kent State sends students’ 1098T tax information directly to the IRS, there is no need for students to include the 1098T tax form when filing their tax return. Students only need to use it if they are planning to file Form 8863 with their taxes.

Q: Which expenses qualify for the American Opportunity or Lifetime Learning Credits?
A: You need to contact your tax preparer or the IRS if you have questions concerning how to use the 1098T tax form for your taxes. There are several good websites that have helpful information on how to use the credit such as www.irs.gov. Use search criteria American Opportunity Credit or Lifetime Learning Credits.

Q: Why is box #1 blank?
A: Kent State like many other universities, does not use box #1. Instead they use box #2 to report students billed tuition and qualified fees which does not include room, food, and books.

Q: Why does box #2 not include last spring’s tuition?
A: Kent State is required by the IRS to report the registration during that tax year it happened and not the academic year. Since KSU invoices for spring tuition in December for pre-registered students, it is reported with the prior tax year. Therefore, students need to look on their prior year’s form.  
Example: Student was pre-reregistered for classes for spring term 2015. That means her/his classes were billed in December 2014, or during the 2014 tax year, and would have been included in the student’s 2014 1098T tax form.

Q: Why is box #2 blank but an amount is listed in box #5?
A: As noted in the answer above, class registration is listed in the tax year it happens. The same is true for scholarships and grants. Since they transfer to the student account in January, they are listed on the 1098T tax for that year.

Q: How does Kent State issue my 1098T?
A: Your authorization to have your 1098T issued electronically is part of your online class registration process. You will be issued both a paper and an electronic copy of your 1098T if your class registration is processed by your college department.
Q: When will my 1098T be available?
A: Your electronic 1098T will be available the middle of January each year for the prior tax year.

You may find useful information relating to 1098T on the IRS website at these following web addresses:

Kent State University has also produced a video to provide more information about the 1098T tax form. You can access the video on the Bursar’s homepage.