

Non-current students (no longer enrolled) who do not have access to Banner Self-Service, can have access your form electronically by going to ECSI's website. ECSI processes 1098T forms for Commonwealth University. They do not require a login to access your form. But if we do not have your SSN, this will not work for you.

Use this link to access your form: <https://heartland.ecsi.net/>

Specific instructions on how to access your form can be found at:

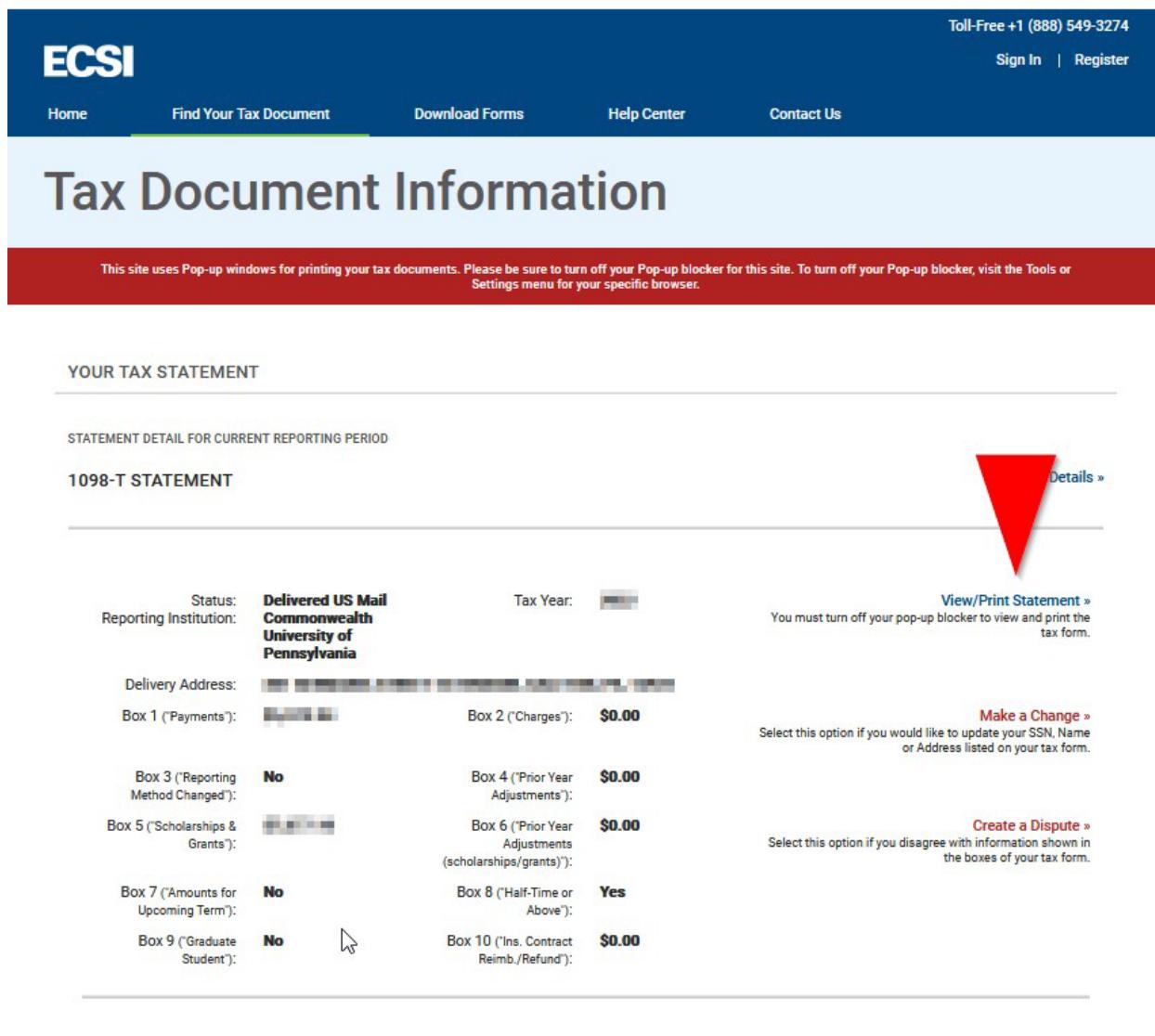
<https://heartland.ecsi.net/index.main.html#/access/FAQtaxDocuments#connectanaccount>

Please follow these instructions very carefully.

If you need assistance with the ECSI site, you will need to call the ECSI Contact Center at (866) 428-1098 to get your Heartland Key over the phone or have the email resent to you.

**Commonwealth University does not have the Heartland Key.** You must call the Contact Center above.

Once your account is connected, your form can be printed by clicking on the View/Print Statement on the right-hand side of the page.



The screenshot shows the ECSI Tax Document Information page. At the top, there is a navigation bar with links for Home, Find Your Tax Document, Download Forms, Help Center, and Contact Us. The phone number Toll-Free +1 (888) 549-3274 is listed, along with Sign In and Register links. The main title is "Tax Document Information". A red banner at the top of the content area states: "This site uses Pop-up windows for printing your tax documents. Please be sure to turn off your Pop-up blocker for this site. To turn off your Pop-up blocker, visit the Tools or Settings menu for your specific browser." Below this, the section "YOUR TAX STATEMENT" is titled "STATEMENT DETAIL FOR CURRENT REPORTING PERIOD" and "1098-T STATEMENT". The "1098-T STATEMENT" section contains the following data:

Status:	Reporting Institution:	Tax Year:	View/Print Statement
Delivered US Mail	Commonwealth University of Pennsylvania	██████████	You must turn off your pop-up blocker to view and print the tax form.
Delivery Address:	██████████		
Box 1 ("Payments"):	██████████	Box 2 ("Charges"):	\$0.00
Box 3 ("Reporting Method Changed"):	No	Box 4 ("Prior Year Adjustments"):	\$0.00
Box 5 ("Scholarships & Grants"):	██████████	Box 6 ("Prior Year Adjustments (scholarships/grants)"):	\$0.00
Box 7 ("Amounts for Upcoming Term"):	No	Box 8 ("Half-Time or Above"):	Yes
Box 9 ("Graduate Student"):	No	Box 10 ("Ins. Contract Reimb./Refund"):	\$0.00

Red arrows point to the "View/Print Statement" link and the "Create a Dispute" link.

FILER'S name, street address, city or town, state or province, country, ZIP or foreign postal code, and telephone number  
Commonwealth University of Pennsylvania  
Student Accounts Office  
224 South Hall  
Mansfield PA 16933  
Contact: (570) 662-4388  
ECSI: 866-428-1098

1 Payments received for qualified tuition and related expenses  
[REDACTED]

OMB No. 1545-1574

**2025**

Form 1098-T

**Tuition Statement**

FILER'S federal identification no. [REDACTED]	STUDENT'S TIN [REDACTED]	3	<b>Copy B</b> For Student
4 STUDENT'S name, street address, city, state, and ZIP code [REDACTED]		4 Adjustments made for a prior year	5 Scholarships or grants [REDACTED]
		6 Adjustments to scholarships or grants for a prior year	7 Checked if the amount in box 1 includes amounts for an academic period beginning January - March 2026 [ ]
Service Provider/Act No. (see instr.) [REDACTED]	8 Checked if at least half-time student [X]	9 Checked if a graduate student [ ]	10 Ins. contract reimb./refund [ ]

This is important tax information and is being furnished to the Internal Revenue Service. This form must be used to complete Form 8883 to claim education credits. Give it to the tax preparer or use it to prepare the tax return.

If you have questions on the amounts on your form, please contact Julie Cimino at [jcimino@commonwealthu.edu](mailto:jcimino@commonwealthu.edu) or 570-662-4388. Please include your student ID in an email or voicemail.