

Students who have access to their Banner Self-Service can find their 1098T forms for this year and prior years in [Banner Self-Service](#)>>Student Billing>>Statements section on the home page. Once you click into the statement, you'll see the screenshot below. Click on the View/Print Statement at the red arrow. This gives you the actual form that you can save and print.

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## Tax Document Information

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### YOUR TAX STATEMENT

STATEMENT DETAIL FOR CURRENT REPORTING PERIOD

#### 1098-T STATEMENT

|                                      |  |   |               |  |
|--------------------------------------|--|---|---------------|--|
| Status:                              | <b>Delivered US Mail</b>                       | Tax Year:   |               |  |
| Reporting Institution:               | <b>Commonwealth University of Pennsylvania</b> |   |               |  |
| Delivery Address:                    |  |   |               |  |
| Box 1 ("Payments"):                  |  | Box 2 ("Charges"):                                      | <b>\$0.00</b> |  |
| Box 3 ("Reporting Method Changed"):  | <b>No</b>                                      | Box 4 ("Prior Year Adjustments"):                       | <b>\$0.00</b> |  |
| Box 5 ("Scholarships & Grants"):     |  | Box 6 ("Prior Year Adjustments (scholarships/grants)"): | <b>\$0.00</b> |  |
| Box 7 ("Amounts for Upcoming Term"): | <b>No</b>                                      | Box 8 ("Half-Time or Above"):                           | <b>Yes</b>    |  |
| Box 9 ("Graduate Student"):          | <b>No</b>                                      | Box 10 ("Ins. Contract Reimb./Refund"):                 | <b>\$0.00</b> |  |

[View/Print Statement »](#)

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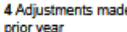

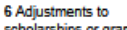

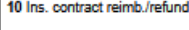
[Make a Change »](#)

Select this option if you would like to update your SSN, Name or Address listed on your tax form.

[Create a Dispute »](#)

Select this option if you disagree with information shown in the boxes of your tax form.

[Details »](#)

|   |  |  |   |   |
|---|--|--|---|---|
| FILER'S name, street address, city or town, state or province, country, ZIP or foreign postal code, and telephone number<br>Commonwealth University of Pennsylvania<br>Student Accounts Office<br>224 South Hall<br>Mansfield PA 16933<br>Contact: (570) 662-4388<br>ECSI: 866-428-1098 |  | 1 Payments received for qualified tuition and related expenses<br><br>2  | OMB No. 1545-1574<br><b>2025</b><br>Form 1098-T   | <b>Tuition Statement</b><br><br><b>Copy B</b><br>For Student<br><br>This is important tax information and is being furnished to the Internal Revenue Service. This form must be used to complete Form 8863 to claim education credits. Give it to the tax preparer or use it to prepare the tax return. |
| FILER'S federal identification no.<br>   | STUDENT'S TIN<br> | 3    |   |   |
| STUDENT'S name, street address, city, state, and ZIP code<br>  |  | 4 Adjustments made for a prior year<br>   | 5 Scholarships or grants<br>       |   |
|   |  | 6 Adjustments to scholarships or grants for a prior year<br>  | 7 Checked if the amount in box 1 includes amounts for an academic period beginning January - March 2025 [ ]           |   |
| Service Provider/Acct No. (see instr.)<br>   | 8 Checked if at least half-time student [X]  | 9 Checked if a graduate student [ ]  | 10 Ins. contract reimb./refund<br> |   |

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.

**Remember that payments & scholarships for Housing and Dining are not included in the 1098T per IRS regulations.**