

Dear Student:

Depending on a number of factors which include your income (or your family's income, if you are a dependent), enrollment status (full or half-time), and the amount of your qualified educational expenses during a calendar year, you **may** be eligible for a federal education credit when filing your income tax return. (You can find detailed information about claiming education tax credits in [IRS Publication 970](#), page 9.)

Each year, the Bursar's Office generates federal Form 1098-T which can be used to help calculate education credits or the tuition and fees deduction for qualified tuition and related expenses (QTRE). The dollar amounts reported on Form 1098-T may assist you in completing IRS Form 8863 – the form which calculates the education tax credits that a taxpayer may claim as part of his/her tax return.

Due to a change to institutional reporting requirements **mandated by federal law**, beginning with calendar (tax) year 2018, the information reported on Form 1098-T has changed. In prior years, the 1098-T included an amount in Box 2 which represented the QTRE Fairfield University **billed** to your student account for the calendar (tax) year. Beginning January 1, 2018, Fairfield University **must** report in Box 1 the amount of QTRE **paid** on your student account during the calendar (tax) year.

Please note payments made electronically via the Fairfield University Online Billing + Payment site during the 2018 calendar (tax) year, will be credited to the student account on the day the payment is made. Check payments which are mailed will need to be received in the Bursar's Office *prior to the close of business on December 18, 2018* in order to be credited to the student account during the 2018 calendar (tax) year.

Check payments received after December 18, 2018 will be credited to the student account in the 2019 calendar (tax) year.

Fairfield University is unable to provide you with individual tax advice; you should seek the counsel of an informed tax preparer or adviser.

Below is a sample of the 2018 Form 1098-T. If you meet the requirements for generating the Form 1098-T based upon the factors listed in the first paragraph, you will receive this form in January 2019. For more information about Form 1098-T, visit <https://www.irs.gov/pub/irs-pdf/f1098t.pdf>.

If you have any questions related to this communication, please call 203-254-4060. Thank you.

CORRECTED

FILER'S name, street address, city or town, state or province, country, ZIP or foreign postal code, and telephone number		1 Payments received for qualified tuition and related expenses \$ _____ 2	OMB No. 1545-1574 2018 Form 1098-T	Tuition Statement
FILER'S employer identification no.	STUDENT'S TIN	3 If this box is checked, your educational institution changed its reporting method for 2018 <input type="checkbox"/>	Copy B For Student This is important tax information and is being furnished to the IRS. 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.	
STUDENT'S name		4 Adjustments made for a prior year \$ _____		5 Scholarships or grants \$ _____
Street address (including apt. no.)		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 2019 <input type="checkbox"/>
City or town, state or province, country, and ZIP or foreign postal code		8 Check if at least half-time student <input type="checkbox"/>		9 Checked if a graduate student <input type="checkbox"/>
Service Provider/Acct. No. (see instr.)		10 Ins. contract reimb./refund \$ _____		

Form 1098-T (keep for your records) www.irs.gov/Form1098T Department of the Treasury - Internal Revenue Service