

Student Tax Documents

W-2 (Wages) Student employees will be sent W-2 forms and can access myTSU @ <http://mytsu.tnstate.edu> to print the W-2 forms by January 31st of each year.

1098-T (Hope and Lifetime Learning Tax Credits) In compliance with the Taxpayer Relief Act of 1997 (TRA97), 1098-T tax statements will be available on myTSU each year. The Taxpayer Relief Act of 1997 allows a tax credit to be claimed for out-of-pocket payments made to eligible higher education institutions during the tax year for qualified tuition and related expenses. The Internal Revenue Service (IRS) requires that we provide a 1098-T statement to you for your use in completing IRS Form 8863.

Beginning with tax year 2018, the IRS is requiring all schools to report payments made for qualified tuition and related expenses paid during the calendar year 2018 in Box 1 and will no longer report charges in Box 2.

The information provided in Box 1 is the total amount of payments made January 1 through December 31, 2018 less any reimbursements or refunds made during the calendar year that relate to the payments made up to the total of qualified tuition and related expenses during the same calendar year. Items such as room and board, books, supplies, etc., are not included as they generally do not qualify for the credits. Please be aware that payments towards dorm, meals, parking tickets, etc. may appear in Box 1 if you have unpaid Spring 2019 tuition and fees billed in December 2018. This may also result in a lesser amount being reported in Box 1 for the 2019 tax year. If you were last enrolled at TSU during the Spring 2018 semester, you may not receive a 2018 1098-T if your Spring 2018 charges were reported on your 2017 1098-T.

The information provided in Box 5 is the total scholarships and grants administered and processed during the calendar year for the payment of the student's costs of attendance. Scholarships and grants generally include all payments made from third parties (excluding family members and loan proceeds). This includes payments received from government and private entities such as the Department of Veteran Affairs, the Department of Defense, civic and religious organizations and nonprofit entities.

Since the statements will not be mailed, students should access myTSU @ <http://mytsu.tnstate.edu> to print the 1098T Tax Statements on January 31st each year (Parents will need to coordinate logon information with students). You may view your charges, grants, scholarships and payments through your myTSU account to help assist in calculating payments towards tuition and fees in the tax year. For assistance contact the Bursar's Office at (615) 963-5472 or (877) 288-0028.

To print the 1098T, access myTSU and do the following:

Click on Banner Services

Click on Student tab

Select Student Account

Select Tax Notification

For assistance logging into myTSU, please call the Help Desk at (615) 963-7777.

We recommend that you refer to this information to assist you in determining the amount of credit which may be claimed on your behalf. This information must not be construed as tax advice. The amounts and calculations used to determine the credit are the decision of the taxpayer after consideration of relevant IRS regulations, Form 8863, and, perhaps, the advice of a tax consultant. For more information about higher education tax credits or the tuition and fees deduction, you may read IRS Publication 970 or instructions for Form 8863.

1098-E (Interest on Student Loans) Also in compliance with TRA97, students who pay interest on Perkins Loans will be sent a 1098-E form by January 31st. Please contact University Accounting Services at 1-800-999-6227 if you have had a change of address. Duplicate forms may be requested directly from University Accounting Service after February 15th, and only after correct addresses have been entered into the system by the Tennessee State University Records Office. If you would like additional information on the 1098-T or 1098-E, please contact your tax consultant or the Internal Revenue Service at www.irs.ustreas.gov, as Tennessee State University may not provide tax advice or make a determination regarding your eligibility to claim these credits.