

Spoon River College

1098-T Frequently Asked Questions

How can I get a copy of my 1098-T?

It's easy! Just log in to your My SRC account at www.src.edu

- **Click "My SRC"**
- **Log in to the portal using your user name and password.**
- **Select "My Services" and then "My 1098T"**
- **Select the tax year of interest from the drop-down menu box. You may search for your 1098-T form for the current tax year (the default selection), as well as for the previous three tax years.**
- **After retrieving your 1098-T online, you may print as many duplicate copies as desired. Note that you are not required to submit any copy of the 1098-T with your tax return.**

What is this thing anyway??? The 1098-T form is a required IRS submission provided to all students annually. This form may be used in determining if you qualify for certain tax credits for education.

Why is the amount shown not what I paid? The 1098-T form from SRC shows amounts BILLED in the calendar year, not amounts PAID. Students should have records of the amounts paid in the form of receipts. Students may also print Course and Fee Statements from their My SRC account, which will show all payments made by term.

I attended in the Spring term, but the amount isn't showing. Spring classes are billed in December of the prior year, and are therefore not included on the current year 1098-T. All activity for the *calendar* year is netted in box 2. Prior year 1098-T information is available on your My SRC account, or from the Business Office upon request.

I have never attended SRC, but received this form. Maybe you haven't attended a full semester college course, but did you take a first aid or CPR class for work? Or participate on one of our Community Outreach tours? Any credited class requires the creation a 1098-T form.

I lost my 1098-T form. How can I get another one? Duplicate 1098-T forms can be printed from the web portal or will be mailed upon request. Contact the Business Office, (309)649-6313 for a printed form. Verify that the address we have on file is accurate.