

Notice: 1098T Tax Forms

Good afternoon:

We have been informed that the 1098T tax forms have been mailed to eligible students and they should be received in the next few days. If you have not received one and are eligible, you may print one at the distributor's website. <https://tra.maximus.com> Once you are on the site please select first time user and follow the instructions. Also, if you are eligible and have not received a 1098T, please check your address in the SIS system. If the address is wrong, your form may have been returned to the college. Please update your address in SIS so any future correspondence is not delayed. Please see below to help answer questions about how information is reported on the 1098T form.

Box 1 of the 1098-T includes all payments (student payments, student payments made through tuition payment plans, 3rd party, scholarships, and financial aid and waivers) that satisfied qualified tuition and fee charges net of student revenue refunds. **Box 4** data reports any adjustments made in calendar year 2021 for qualified tuition and related expenses reported for a prior year on Form 1098-T. **Box 5** of the 1098-T reports the net sum of 3rd party payments, scholarships, financial aid and waivers that satisfied qualified tuition and fee charges. **Box 6** data reports adjustments made in calendar year 2021 to scholarships or grants reported for a prior year on Form 1098-T. Qualified charges satisfied by loan payments are considered paid by the student and will be reported in Box 1. Qualified tuition charges are credit course charges, technology fees, capital fees, course and class specific fees and all mandatory non-E&G fees. No other charges qualify for 1098-T reporting including bookstore charges, fines, non-credit course charges, and miscellaneous fees. The difference between Box 1 and Box 5 represents student payments.

Students whose eligible tuition and fees charges were totally refunded or were entirely satisfied by financial aid, third party or waivers will not receive a 1098-T. Students whose calendar year 2021 transactions resulted in Box 1 and Box 5 and Box 4 and Box 6 being equal will not receive a 1098-T. Also, please note for purposes of 1098-T reporting; only calendar year 2021 cash basis activity is reflected. Payments made in December 2021 for the spring 2022 term are therefore included on the 1098-T. Payments made in December 2020 for the spring 2021 term are not included. Credit hours taken in the spring term 2022 and paid for by December 31, 2021 do not count toward half-time eligibility for 2021 because the academic term did not start in calendar year 2021.

RCC Business Office