

UH Main Campus – UH Tax Department - Announcement for Form 1098-T Electronic Consent (Note 1)

Dear <<fullname>>:

Each year, Institutions of Higher Education are required to send IRS Form 1098-T to most of their students. This form provides you, or possibly your parents, with useful information in determining your eligibility and calculation of your American Opportunity and Lifetime Learning tax credits. For more information on these tax credits, please visit the University of Houston's Tax Department website at http://www.uh.edu/finance/pages/tax_info.htm and click on "Education Tax Incentives."

For 2021, UH students still have until January 12, 2022 to provide consent to electronically receive their IRS Form 1098-T instead of receiving it by mail. Otherwise, your paper Form 1098-T will be mailed to you by January 31, 2022. Please Note: The Form 1098-T is not electronically available at this time for 2021. However, this consent will provide you access to the form when it becomes available later in January, 2022.

By the University of Houston making it possible for students to receive their Form 1098-T electronically, this provides several advantages:

- Student's sensitive personal information will not be sent through the mail.
- Students will be able to access their Form 1098-T earlier than their paper copy by mail delivery.
- Access from any Internet connection at any time.
- Students have the convenience to print additional copies if destroyed, lost, etc...
- Once consent is given, it remains in force. No renewal for subsequent years is required starting this year. However, withdrawal of consent is always an option.

To provide consent to receive your Form 1098-T electronically, please follow the instructions below:

Log into AccessUH at <https://accessuh.uh.edu> or by clicking the Login to AccessUH button on the main University of Houston website.

Click on the "UH Self-Service" link.

Click on the "Student Financials" link.

Click on the "Self Service 1098T" link.

If you have any questions regarding your Form 1098-T, you may call the Bursar's Office at (713) 743-1010 opt 6, or you may send an e-mail with your questions to bursar@uh.edu.

You may verify the validity of this message by visiting the UH Tax Website at http://www.uh.edu/finance/pages/tax_info.htm and click on IRS Form 1098-T E-mails.

Andy Startz
Bursar
University of Houston
(713) 743-1010 opt 6
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(Note 1 – For Downtown, Clear Lake, and Victoria campuses, the e-mails will be similar, but will be worded differently to pertain specifically to their respective campuses (e.g. logging in).)