


Reprint your 1098T Education Tax Credit form and set your preference for delivery of the form.

First you need to determine if you have elected to receive financial information online – this is called **E-CONSENT**.

- If you have said NO to e-consent, your 1098T will be delivered by US Mail by January 31 and the following will not apply.
- If you said YES to e-consent, please read on.

**How to find the 1098-T online:** Students can view the 1098-T by following the easy steps outlined below:

- Login to myZou using your secure PawPrint and password
- Select Self Service and then Student Center
- Scroll down to the Finances selection
- In the drop-down box that says “other financial...” click the box and make the selection “**Tax Information**”
- Click the  arrow next to the box to complete the action.

The page that opens has information regarding your 1098-T for the past several years. You will be able to view financial details for boxes 2, 4, 5 and 6 for each year displayed. Additionally, you can click the “view 1098-T” link to open the completed tax form. Please be sure you have pop-up blockers turned off.

The 1098-T is available for online view/print by January 31<sup>st</sup> each year. You will receive an email notice once the 1098-T is available for review.

**Help Us Go Green:** How to set your preference for receiving the 1098-T: You can sign up to receive your 1098-T electronically only. When you are logged into the page noted above, notice that there are two tabs at the top of the page, click on the “E-PRINT” tab. This page will give you some information to read regarding the option to receive your 1098-T electronically. After reading the information, you have the opportunity at the bottom of the page to make your selection.

The selection that you have in place as of December 31 will be used in delivery of that year’s 1098-T.

Our office is not permitted to provide tax advice.

Please do not hesitate to call our office with any questions or concerns on this or any other student billing question you might have.

Office of Cashiers  
University of Missouri  
15 Jesse Hall  
Columbia, MO 65211  
573-882-3097  
[4CASH@missouri.edu](mailto:4CASH@missouri.edu)