

Subject: 2019 Form 1098-T

The University of Mary Washington is offering you the opportunity to retrieve your 2019 Form 1098-T online. We have contracted with a specialized provider for this service.

IRS regulations state that each student who wishes to receive their 1098-T electronically must also provide his/her consent electronically. Therefore, if you wish to take advantage of this you must visit www.tsc1098t.com . The instructions are outlined below:

Go to www.tsc1098t.com

Enter the Site ID: **11503**

User Name: **Student ID (Nine numbers, including the zero's)**

Password: **Last 4 digits of your SSN**

For security reasons, you will then be prompted to change your password. Enter your old password (last four digits of your SSN) and then enter a new password. **The new password must be 7 characters and contain at least one numeric character.**

Once you have entered your new password, you will be presented with the online consent form. Read the Online Consent Form for the requirements and specifications. If you agree, click on "Consent". Once you consent, you will NOT be mailed a 1098-T and must return to the site after January 30, 2020 to view/print a copy of your 2020 Form 1098-T. Your consent will apply to 2019 and subsequent years.

We ask that you take advantage of this new service to reduce costs here at the University of Mary Washington and lessen the environmental impact.

If you have any questions, please contact Tab Services at (888)220-2540.