How to Read a 1098T

The Service Provider/Acct. No. box in the lower left corner of the 1098-T form provides the MU student identification number.

**Box 1: Payments received for qualified tuition and related expenses**

This box will be left blank on all Marquette University 1098-T forms. Universities may choose whether to report payments received or amounts billed on student accounts; they are not required to report both amounts. Marquette has chosen to report qualified tuition and related expense amounts billed.

**Box 2: Amounts billed for qualified tuition and related expenses**

This box will contain the sum of all tuition and fees billed to a student’s account during a calendar year, less any amounts by which tuition was reduced due to a reduction in course load or withdrawal. Decreases in amounts due on a student’s account due to scholarship payments, student payments or other payments are not included in the Box 2 amount.

Amounts billed to a student account for housing, meal plans, parking, health insurance, U-Pass, or other non-required fees will **not** be included in the Box 2 amount.

Please note that when the American Opportunity or Lifetime Learning Credit is taken on the federal income tax return, the calculation of the credit is based on the amount of qualified educational expenses actually **paid** by the taxpayer during the calendar year. The University reports amounts **billed** to a student’s account. Therefore, the amount you use to calculate your education credit will not necessarily be the same as the amount that appears in Box 2. Also, see **Box 7** for additional information about amounts **billed** in this calendar year for a semester in the next year.

**Box 3:**

This box will be left blank, since Marquette University has not changed its current method of reporting from the previous year.
Box 4: Adjustments made for a prior year

The amount in this box is the sum of all reductions in tuition (refunded or not) related to amounts billed in a prior year. This amount is reported as a positive number per IRS requirements. However, it is actually a decrease to the amount that was reported on a prior year 1098-T.

Box 5: Scholarships or grants

This box contains the sum of all scholarships Marquette University administered and processed for the student’s account during the calendar year. Scholarships that pay for tuition (qualified scholarships) as well as for housing, books, and other expenses (non-qualified scholarships) will be included in this amount. Tuition waivers and payments received from third parties that are applied to student accounts for educational expenses are included in this box.

Box 6: Adjustments to scholarships or grants for a prior year

Decreases or refunds of scholarship amounts related to scholarships reported in a previous year are included in this box. This amount is reported as a positive number per IRS requirements. However, it is actually a decrease to the amount that was reported on a prior year 1098-T.

Box 7:

This box will be checked if the amount reported in Box 2 includes tuition or qualified amounts billed to a student account in the current year for a semester beginning between January and March of the next calendar year. For example, tuition billed in December 2013 for Spring 2014 will be reported on a 2013 1098-T. Box 7 will be checked to indicate that this is the case.

Box 8:

A check in this box indicates that you are or have been enrolled at Marquette University at least half-time for at least one semester during the calendar year.

Box 9:

This box will be checked if you are a student enrolled in a program leading to a graduate-level degree. If you are enrolled in a graduate program, you are not eligible for the American Opportunity credit, but you may qualify for the tuition and fees deduction or the Lifetime Learning Credit.

Box 10:

This box is not used by Marquette University, so it will be blank. It shows the total amount of reimbursements or refunds of qualified tuition and related expenses made by an insurer.

For additional information see IRS Publication 970: http://www.irs.gov/pub/irs-pdf/p970.pdf