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1098-T Quick Reference Guide

You can access your 1098-T information through our 1098-T provider, **ATS**.

Please log on to www.atsprintfreedom.com and use the following steps:

- Access ID: Warren
- Username: (your WCCC student ID number)
- Password: (the last 4 digits of your Social Security number **OR** the password you created in a previous year *see below*)

If you do not remember your password, please click the "Forgot Password?" link located above the log-in area. You will be contacted via email with a password reset. If you have not previously provided ATS with an email address, this reset email will be sent to the WCCC Business Office. *It may take up to 3 business days to receive your temporary password from the WCCC Business Office if requested outside of business hours.*

DO NOT ATTEMPT MULTIPLE PASSWORD RESETS!

Once logged in to ATS, please provide your email address to prevent future issues.

Students interested in learning more about education-related tax provisions may find information on the IRS website: https://www.irs.gov/individuals/students

If you have any questions, please see the attached information below, however:
College and universities are not able to provide students/families with tax advice!

*Warren County Community College 2025 1098-T tax statements report payments (**NOT EXCEEDING** qualifying tuition charges) as well as grants/scholarships for the Spring 2025, Summer 2025, and Fall 2025 semesters. Reported payments may include the Spring 2026 semester if registration and payment occurred in 2025.*

Please email the WCCC Business Office with any questions!

Thank you.
Warren County Community College Business Office
businessoffice@warren.edu

Basic Explanation of IRS Form 1098-T

As per an IRS update to the 1098-T form, Warren County Community College now reports scholarships and grants (Form 1098-T: Box 5) and amounts paid for qualified tuition and fee expenses, **not exceeding total tuition and fee charges** for the calendar year (Form 1098-T: Box 1). Previously WCCC reported charges related to the calendar year in Form 1098-T: Box 2.

Form 1098-T: Box 1

Types of payments included in this box (**not exceeding** total qualifying charges):

- Payments made by cash, check, or credit card
- Payments made online or in a payment plan via Nelnet
- Student loan payments minus refunds (federal and private loans received by WCCC)
- Grants and Scholarships minus refunds

Form 1098-T: Box 5

Type of scholarship and grants included in this box (amounts are not reduced by refunds):

- Federal and state grants
- WCCC Scholarships
- Private Scholarships

Notes on IRS Form 1098-T

- All information and assistance that WCCC can provide to you is contained in this notice. If you have any questions, please feel free to contact the Business Office, however: **College and universities are not able to provide students/families with tax advice!**
- The IRS Form 1098-T is an information form filed with the Internal Revenue Service.
- The IRS Form 1098-T that you received reports amounts paid for qualified tuition and fees, not exceeding total tuition and fee charges for the calendar year.
- The Cengage Book Subscription and WCCC Application Fee are **not** considered a qualifying charge.
- You, or the person who may claim you as a dependent, may be able to use this 1098-T form to take either the tuition and fees deduction or claim an education credit for the qualified tuition and related expenses that were actually paid during the calendar year. **Please consult a tax professional with any questions related to this tax benefit.**
- There is no need to attach Form 1098-T to your tax return.
- As of January 1, 2019 the IRS no longer allows charges to be reported (Form 1098-T: Box 2).
- **There is no IRS requirement that you must claim the tuition and fees deduction or an education credit. Claiming education tax benefits is a voluntary decision for those who may qualify.**