

Arkansas Tech University Students may elect to view and print their 1098-T through One Tech rather than wait for it to come by mail. If you select "Yes", your 1098-T will be displayed through a link on One Tech mid January each year, so you don't have to wait for it to arrive to complete your tax return.

Students that select "No", should expect their form to be mailed the last week of January.

Benefits of Receiving Form 1098-T Electronically

- Online delivery provides access to the 1098-T statement earlier than the traditional mail process
- Online delivery eliminates the chance that the 1098-T statement will get lost or delayed during delivery or misplaced after the student receives it
- Students can retrieve their 1098-T statements at any time of day and on weekends
- Students can print multiple copies at their convenience
- Students are contributing to cost savings (forms, printing and postage expense) for the university

Federal regulations require that students give their consent to receive the 1098-T in an electronic format. Once consent is given it carries forward each year and does not need to be repeated. If you agree to receive your 2011 1098-T online, you must give your consent by **December 31, 2011.**

The process for requesting the electronic version is quick and easy. Just follow these steps:

- Log on to **One Tech**
- Select "yes" on the consent form located on the **Student Tab**
- Click on the **Submit** button

Disclosure Notices

Once consent is provided, your 1098-T will not be mailed to your home. You will receive an email notifying you when your form is available for viewing online. The consent will be implied for all 1098-T forms current and future. If a student does not consent, the University will continue to mail the 1098-T to the address on record no later than January 31st. You may withdraw consent to receive a 1098-T form electronically at any time prior to January 1st by changing your elections to "No" using the same process noted above for electing electronic delivery. Withdrawn consent does not apply to previously issued forms 1098-T.