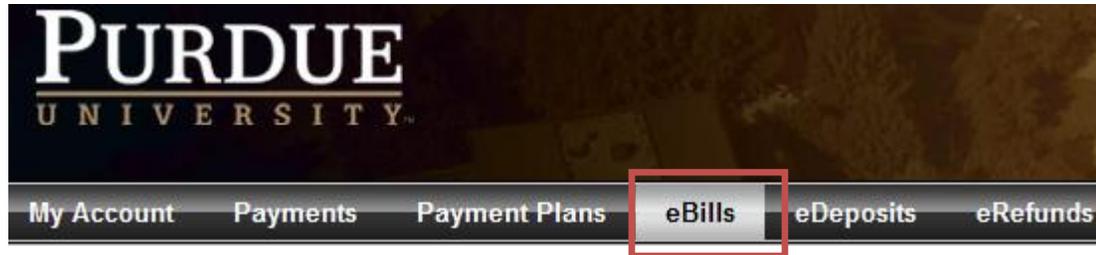


Authorized user view of the 1098T form for their student

You should complete the following steps in order to view the 1098T for a student who has provided you authorization;

1. Login to the student payment portal at https://secure.touchnet.com/C21261_tsa/web/login.jsp.
2. Click on the tab marked 'Ebills'.



3. A view of all statements available to you should open. The 1098Ts from 2010 and each year thereafter should be available for display. Click on 'View' for the applicable year, and the pdf version will open.

1098-T Tax Statement	
Tax Year	Action
2010	View
2011	View