

1098-T Supplemental Tax Form FAQ

When can I expect to receive my 1098-T form?

1098-T forms will be available no later than January 31st. Electronic versions will be available on PULSE for all students no later than January 31st. Paper forms will be mailed no later than January 31st to those students who declined the 1098-T Authorization.

What is the 1098-T Authorization?

An agreement to authorize Georgia Health Sciences University to provide your 1098-T supplemental tax information to you electronically via PULSE. This is the same information you would receive on paper; online availability gives zero wait time and the option to print the form multiple times, anytime.

To what tax years does this consent apply?

Your 1098-T authorization will apply to the current tax year and every year following the date of consent that applicable data is available.

How can I obtain my 1098-T form electronically?

1098-T forms are available on PULSE. Select the 'Student Services & Financial Aid' link, then 'Student Account'. Select 'Tax Notification'. Enter the calendar year you would like to view the information for. Your 1098-T form will appear; this screen can be printed for use with tax preparation.

I have authorized GHSU to provide my 1098-T electronically. Can I obtain a mailed paper form also?

After you provide consent to only view and print the form electronically, you may still request a paper copy by emailing BUSINESS_OFFICE@georgiahealth.edu. You must review your address on PULSE and make the necessary updates to ensure you receive the mailed copy.

Can I rescind my 1098-T authorization?

After you provide consent, you may change your decision by emailing the withdrawal of consent to: BUSINESS_OFFICE@georgiahealth.edu. You will receive a confirmation once your status is changed.

Why have I not received my 1098-T form in the mail?

This may be a result of an invalid or outdated permanent address on PULSE. The most current permanent address on PULSE is where the paper form was mailed (if you declined the 1098-T authorization.) If there is no valid permanent address, the mailing address will be used.

If you selected 'Yes' on the 1098-T Authorization, a paper form will not be mailed unless you specifically request one.

Do I need to file this 1098-T form on my income taxes?

Please defer this question to your tax preparer.

How can I find out which fees are qualified for the 1098-T form?

IRS 1098-T regulations state “Qualified tuition and related expenses are tuition and fees a student must pay to be enrolled at or attend an eligible educational institution.” GHSU follows these regulations and reports all tuition and mandatory fees billed to each student.

Fees for personal, living, or family expenses are not considered a qualified fee and are not reported in box 2 on the form. This includes any fees for room & board, insurance, transportation (parking), and medical expenses (student health fees.) This is true even if the charge must be paid to the institution as a condition of enrollment or attendance.

I paid for fees this year, but did not receive a 1098-T form. Why is that?

1098-T data is reported based on the date in which the charges were billed to your account. The IRS requires tax information to be reported based on the calendar year (January 1st – December 31st of the tax year.) If you registered for the next Spring term during the prior calendar year, the charges will be reported on the prior calendar year tax form. For instance, preregistration occurred during November for the upcoming Spring term. These charges will be reported on the tax year in which November falls. The date the charges are billed on PULSE determines the tax year in which the charges will be reported.

I have graduated from GHSU. How will I receive my 1098-T form?

Graduates of GHSU have access to PULSE for 1 year after their graduation date. If you have submitted the authorization to receive your form electronically, log onto PULSE to retrieve your tax form. Go to PULSE -> Student Services & Financial Aid -> Student Account link -> Tax Notification. Enter the calendar year you wish to view, and you can view your 1098-T form and print it for tax purposes.

If you have not submitted the electronic authorization form, a paper copy will be mailed to the permanent address on PULSE.

I have withdrawn from GHSU. How will I receive my 1098-T form?

Your tax form will be mailed to your permanent address.