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Dear Student:

Depending on a number of factors which include your income (or your family's income, if you are a dependent), enrollment status (full or half-time), and the amount of your qualified educational expenses during a calendar year, you **may** be eligible for a federal education credit when filing your income tax return. (You can find detailed information about claiming education tax credits in [IRS Publication 970](#), page 9.)

Each year, the Bursar's Office generates federal Form 1098-T which can be used to help calculate education credits or the tuition and fees deduction for qualified tuition and related expenses (QTRE). The dollar amounts reported on Form 1098-T may assist you in completing IRS Form 8863 – the form which calculates the education tax credits that a taxpayer may claim as part of his/her tax return.

Due to a change to institutional reporting requirements **mandated by federal law**, beginning with calendar (tax) year 2018, the information reported on Form 1098-T has changed. In prior years, the 1098-T included an amount in Box 2 which represented the QTRE Fairfield University _____ to your student account for the calendar (tax) year. Beginning January 1, 2018, Fairfield University **must** report in Box 1 the amount of QTRE _____ on your student account during the calendar (tax) year.

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