How to Access Your IRS 1098-T Form

1. Log in to your eSIS account.

2. Within your Student Center under the Finances section, click the drop down arrow labeled ‘other financial’.

3. Select View 1098-T within the drop down menu and click the >> symbol.
4. At the bottom of the page, click the **Grant Consent** button.

![Grant Consent button]

5. Review the 1098-T consent agreement. If you agree, check the box ‘**Yes, I have read the agreement**’ and click **Submit**.

![1098-T consent agreement]

The agreement is dated 12/21/2020.

- **[Cancel]**
- **[Submit]**
6. Click the ‘View 1098-T Selection’ button.

7. Select the Tax Year hyperlink to view the 1098-T Tuition Statement.

8. A new tab will open with your 1098-T form. Your form can be downloaded or printed from your browser.
9. To return to your Student Center page, click on the previous eSIS tab and select “Student Center” from the drop down menu and click the >> symbol.

Any questions, please contact the Student Billing office at billing@uwrf.edu or (715) 425-3145.