

Online Access to 1098T's

1098-T's are used to determine your eligibility for claiming the Education Tax Credits on your Federal Income Tax returns.

Kutztown University has changed their 1098T reporting method for the Tax Year 2011. This means in the past we populated Box 1 based on payments received against eligible charges, we now populate Box 2 based on eligible charges only. See our website for more details of what constitutes eligible charges and other assorted questions and links – [Bursar Office 1098T information page](#).

1098-Ts are available electronically through Vangent, Inc.!

- Launch a web browser and go to <http://tra.vangent.com> (note: Internet Explorer 9 users may need to use "Compatibility View")
- Click the "First Time Students" Button.
- Enter your full First and Last names and the last 5 digits of your Social Security Number.
- Click Submit.
- If records are present for you, you will be instructed to create an account. Follow the instructions on the website to create a free account and retrieve your 1098-T. If records are not found for you or you have difficulty creating account, use the "Help" link in the left menu.

By acknowledging that you are receiving this form electronically, a hard copy form may not be mailed to you. However, you can go to the website as often as needed to retrieve a copy.

If you do not retrieve your 1098-T electronically, one will be mailed to you. Paper 1098-Ts will not be mailed until near January 31st and may reach you sometime after that date. If you are eligible to receive a 1098-T, you can retrieve one electronically now.

Not everyone is due to receive a 1098T. ***If your Scholarships/Grants (Box 5) exceed your eligible charges (Box 2) a 1098T is not required to be produced.*** Due to the change in reporting method for Tax Year 2011, we have elected to produce them this year regardless, as a courtesy. Going forward if your Box 5 is greater than Box 2 you will not receive a 1098T. Review our 2011 information on our website for other reasons why one would not be eligible for a 1098T and other questions. We cannot supply tax advice, please direct tax questions to your financial advisor.