

# Self-Service Student View

## 1. Sign-in and choose Tax Information

Hello, Welcome to Colleague Self-Service!  
Choose a category to get started.

Notifications

Title	Details	Link
Documents Required	There are 1 requests from your institution that require your action.	<a href="#">View required documents</a>

**Student Finance**  
Here you can view your latest statement and make a payment online.

**Financial Aid**  
Here you can access financial aid data, forms, etc.

**Tax Information**  
Here you can change your consent for e-delivery of tax information.

**Student Planning**  
Here you can search for courses, plan your terms, and schedule & register your course sections.

**Course Catalog**  
Here you can view and search the course catalog.

**Grades**  
Here you can view your grades by term.

**Graduation Overview**  
Here you can view and submit a graduation application.

## 2. In Tax Information you will be given two options to consent to view 1098 or to withhold your consent.

You must consent to electronic version to view your 1098T on Self-Service. Please check the [FAQs](#) or the [IRS site](#) for questions on 1098t.

Tax Information

1098 Information

Select an option below to set your preferences for receiving your electronic 1098:


Receive my 1098 only in electronic format

By selecting this option, I agree to receive my official 1098-T only in electronic format by accessing WebAdvisor for viewing and printing. I understand that by consenting to receive my 1098-T tax form in electronic format, I will not receive a paper 1098-T statement in the mail. I understand that I have the ability at any time to return to this form and remove my consent.

Withhold my consent

I choose to withhold my consent and understand that by doing so I will receive my official 1098-T tax form in paper format in the mail. I understand that I have the ability at any time to return to this form and consent to receiving my official 1098-T in electronic format only.


3. This is what it would look like if you withheld your consent in Self-Service

 You must consent to electronic version to view your 1098T on Self-Service. Please check the [FAQs](#) or the [IRS site](#) for questions on 1098T.

Tax Information

1098 Information

You have opted to withhold consent to view your 1098 online. [Change Preferences](#)


 **Withhold my consent**  
I choose to withhold my consent and understand that by doing so I will receive my official 1098-T tax form in paper format in the mail. I understand that I have the ability at any time to return to this form and consent to receiving my official 1098-T in electronic format only.

Electronic 1098 Consent History

Date	Consent Status
11/9/2021 6:48:20 PM	Consent Withheld

4. After choosing to consent to view your electronic 1098-T you will be given the option to download each year's 1098T.


**\*\*NOTE:** This form will download to your local machine. Make sure to delete the record from the 'Downloads' folder when you are finished.

 You must consent to the electronic version to view your 1098 statement. Please check the [FAQs](#) or the [IRS site](#) for questions on your 1098 statement.

Tax Information


1098 Information

You have opted to receive your 1098 in electronic format. [Change Preferences](#)

 **Receive my 1098 only in electronic format**  
By selecting this option, I agree to receive my official 1098-T only in electronic format by accessing WebAdvisor for viewing and printing. I understand that by consenting to receive my 1098-T tax form in electronic format, I will not receive a paper 1098-T statement in the mail. I understand that I have the ability at any time to return to this form and remove my consent.

1098 Statements

Tax Year	Notation
2020	<a href="#">2020 1098T Statement</a>



Electronic 1098 Consent History

Date	Consent Status
2/9/2021 4:45:51 PM	Consent Given