

Steps to Electronically Consent to the Paperless 1098-T Option:

1. Navigate to my.slcc.edu.
2. Click on the TUITION & FINANCIAL AID tab.
3. Under MyAccount, click on SLCCPay+. Have you logged into SLCCPay+ before?

NO – The consent agreement will appear. Click Accept Consent. You are finished and do not need to proceed with the next steps.

YES – You will not see the consent agreement. To verify your 1098-T delivery method, proceed to step 4.

4. Under My Profile Setup, click on Consents and Agreements. Your 1098-T delivery method will be listed. To change it, click Change.

Benefits of Receiving Form 1098-T Electronically:

- Eliminates the possibility of Form 1098-T being lost, stolen, delayed, or misplaced by you or the U.S. Postal Service.
- Access is available through the easy-to-use, SLCCPay+ website. The information in SLCCPay+ is also secured with multiple layers of security, including your MySLCC username and password.
- You can reprint Form 1098-T copies as often as needed.

Students who consent to the paperless 1098-T delivery method will receive an email the moment their 1098-T's are available in SLCCPay+. Students who do not consent to the paperless 1098-T delivery method will receive a paper Form 1098-T sent through the US Postal Service. If you have any questions, please contact Cashiering at (801) 957-4868. For more information about the Education Tax Credit and Form 1098-T, please visit <http://www.slcc.edu/student/financial/student-tax-credit.aspx>.

