
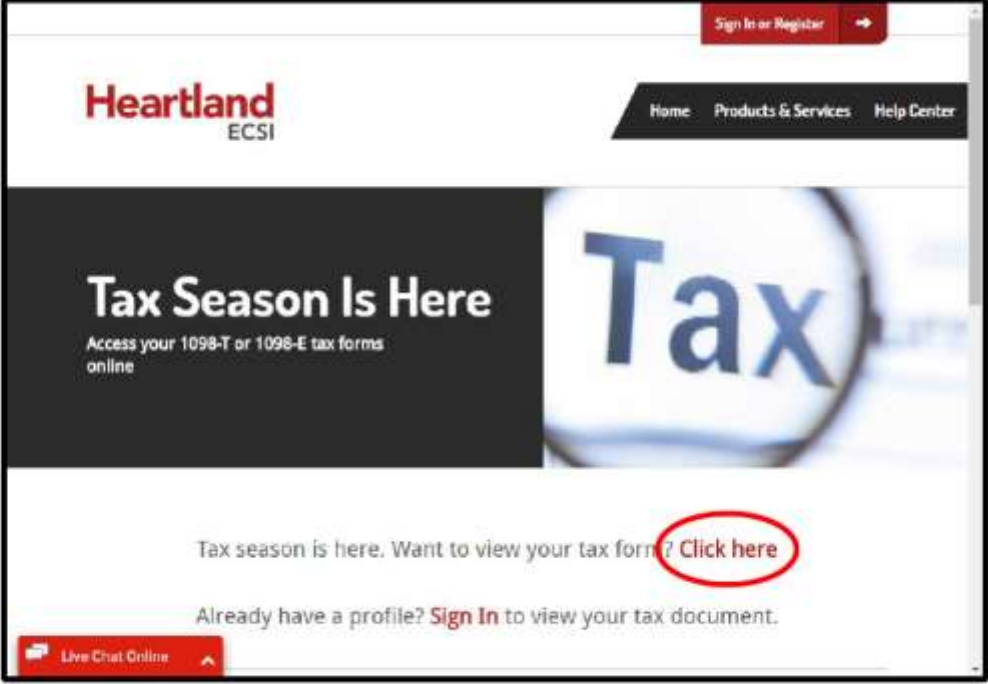
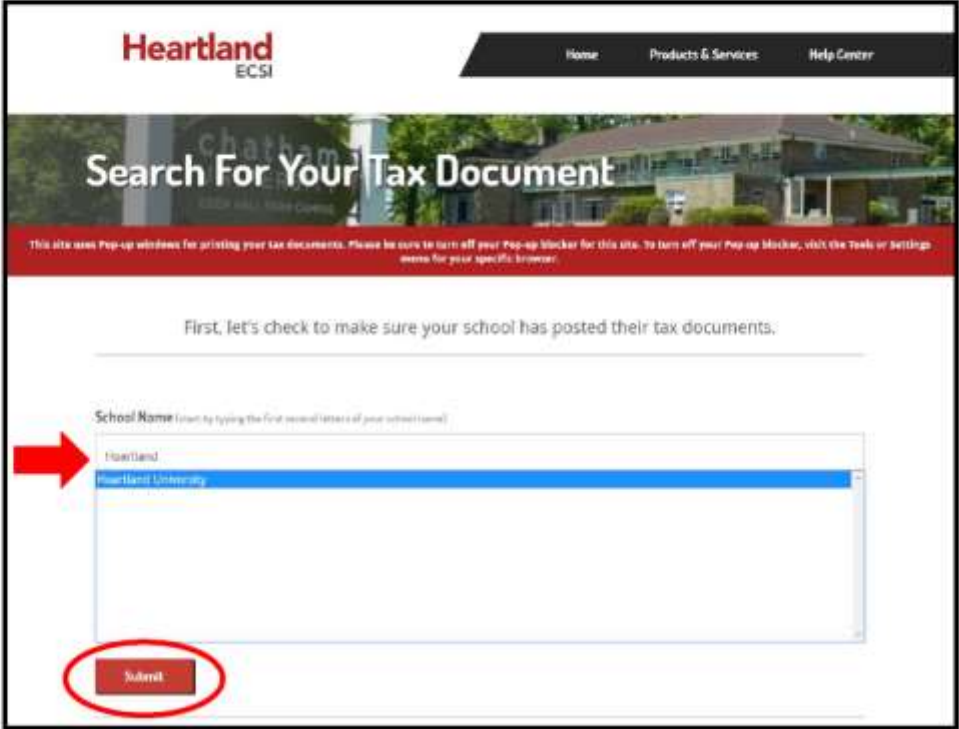


Students looking to view and/or print their 1098-T or 1098-E tax form can do so by using the Tax Document Search option on the [Heartland ECSI Website](https://heartland.ecsi.net). **Students will need their first and last name, social security number, and zip code to access their form.** The information needed to access a student's 1098-T form must match the information on record at Cornell College to pass authentication.

<b>Search For Your Tax Document</b>	
Step 1:	Open your web browser and navigate to <a href="https://heartland.ecsi.net">https://heartland.ecsi.net</a> 
Step 2:	Select the option on the Heartland ECSI home page <b>Click here after Want to view your tax form?</b> 
Step 3:	Search for the name of the school in the field <b>School Name</b> , select the school from the list, and click <b>Submit</b> . 

Note: Tax forms are only available if a school has released their tax file to Heartland ECSI for processing. If a school's tax file has not yet been released, the following message will appear:

We could not locate your school's tax documents. Please try again later.

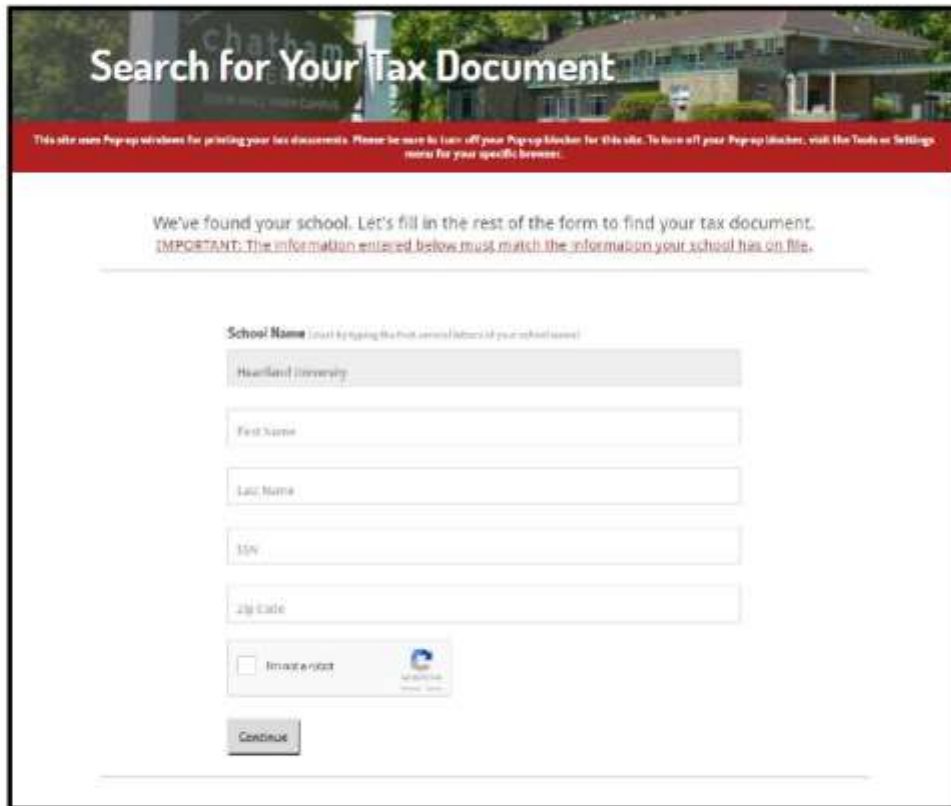
**School Name** (start by typing the first several letters of your school name)

Edinboro University Of Pennsylvania

[We're sorry. It looks like your school has not released their tax documents to our website yet. Please try again at a later date or contact your school for the expected release date. Please keep in mind that your school has until January 31, 2017 to post the tax document.](#)

Step 4:

Students must pass authentication before viewing their 1098-T form. Enter **First Name, Last Name, SSN,** and **Zip code** in the required fields.



The screenshot shows a web page titled "Search for Your Tax Document". At the top, there is a red banner with white text: "This site uses Pop-up windows for printing your tax documents. Please be sure to turn off your Pop-up blocker for this site. To turn off your Pop-up blocker, visit the Tools or Settings menu for your specific browser." Below the banner, the text reads: "We've found your school. Let's fill in the rest of the form to find your tax document. IMPORTANT: The information entered below must match the information your school has on file." The form includes a "School Name" field with "Hawfield University" entered, and fields for "First Name", "Last Name", "SSN", and "Zip Code". There is a checkbox labeled "I am a robot" with a small image of a robot to its right. A "Continue" button is at the bottom of the form.

**Note:** The information entered by the student must exactly match the information each school has on file for the student.

Step 5:

To complete authentication, check the box for **I am not a robot** and verify the information requested by the website. Once completed, click **Verify**.



Step 6:

Click **Continue**.

We've found your school. Let's fill in the rest of the form to find your tax document.  
**IMPORTANT:** The information entered below must match the information your school has on file.

**School Name** (Start by typing the first several letters of your school name)


Nebraska University

First Name  
JESSIE

Last Name  
MCFARLANE

DOB  
2000-04-1111

Zip Code  
15000

I'm a student 

**Continue**

Step 7:

The **Tax Document Information** window appears listing the current year's tax forms.

## Tax Document Information

This site uses Pop-up windows for printing your tax documents. Please be sure to turn off your Pop-up blocker for this site. To turn off your Pop-up blocker, visit the Tools or Settings menu for your specific browser.

**YOUR TAX STATEMENT**

The detail shown below is for informational purposes only. If you would like to access prior year tax documents, you will need to create a profile and connect your account. To learn how to connect your account, please visit the the Help Center.

STATEMENT DETAIL FOR CURRENT REPORTING PERIOD

**1098-T STATEMENT** Status: Delivered (US Mail) +

**1098-E STATEMENT** Status: (Not Available) +

### Viewing Your Tax Statement Information

Students view their current 1098-T and 1098-E statements, if applicable, on the Tax Document Information window. Clicking on the + sign to the right of the delivery status provides the student's tax form detail, as well as printing and administrative options.

## Tax Document Information

This site uses Pop-up windows for printing your tax documents. Please be sure to turn off your Pop-up blocker for this site. To turn off your Pop-up blocker, visit the Tools or Settings menu for your specific browser.

**YOUR TAX STATEMENT**

The detail shown below is for informational purposes only. If you would like to access prior year tax documents, you will need to create a profile and connect your account. To learn how to connect your account, please visit the the Help Center.

STATEMENT DETAIL FOR CURRENT REPORTING PERIOD

**1098-T STATEMENT** Status: Delivered (US Mail) +

**1098-E STATEMENT** Status: (Not Available) +

**YOUR TAX STATEMENT**

The detail shown below is for informational purposes only. If you would like to access prior year tax documents, you will need to create a profile and connect your account. To learn how to connect your account, please visit the the Help Center.

STATEMENT DETAIL FOR CURRENT REPORTING PERIOD

**1098-T STATEMENT**

Status: Delivered 0 -

Reporting Institution: Heartland University Tax Year: 2016

[View/Print Statement »](#)  
You must turn off your pop-up blocker to view and print the tax form.

Delivery Address: 100 GLOBAL VIEW DR, WARRENDALE, PA 15086

Box 1 ("Payments"): \$600.00 Box 2 ("Charges"): \$8319.50

[Make a Change »](#)  
Select this option if you would like to update your SSN, Name or Address listed on your tax form.

Box 3 ("Reporting Method Changed"): No Box 4 ("Prior Year Adjustments"): \$0.00

Box 5 ("Scholarships & Grants"): \$0.00 Box 6 ("Prior Year Adjustments (scholarships/grants)"): \$0.00

[Create a Dispute »](#)  
Select this option if you disagree with information shown in the boxes of your tax form.

Box 7 ("Amounts for Upcoming Term"): No Box 8 ("Half-Time or Above"): Yes

Box 9 ("Graduate Student"): No Box 10 ("Ins. Contract Reimb./Refund"): \$0.00

**1098-E STATEMENT**

Status: Delivered 0 +

**View/Print 1098-T Statement**

Students can view and print tax statements by clicking on **View/Print Statement** link under their 1098-T Statement header.

**View/Print Statement**

Step 1: Click **View/Print Statement** link under the 1098-T statement header.



**Note:** Students must turn off the pop-up blocker on their web browser for the tax form to appear.

Step 2: The tax form appears. Students must print the tax form from the menu bar on their web browser.

FILED 1 name, street address, city, or village, state or province (country), ZIP or foreign postal code, and telephone number Cardiac University Office of Student Services Woodland East Pittsburgh, PA 15213 Contact: (800) 837-6610 ECSE: 844-426-1098		1 Payment received for qualified tuition and related expenses 2 Expenses included for qualified tuition and related expenses \$2,015.01		0000 (a) (1)(A) (1)(A) <b>2015</b> Form 1098-T	Tuition Statement
FILED 2 name, street address, city, state, and ZIP code 25-0717890 Houten Wigner 115 Federal Street Apt 21 Pittsburgh, PA 15112		3 If this tax is identified, your educational institution has changed its reporting method for 2015 [ ] 4 Adjustments made for a prior year 5 Adjustments to scholarships or grants for a prior year		6 Federal days in grace \$200.00	Copy B For Student This is important tax information and is being furnished to the Internal Revenue Service. This form must be used to prepare Form 1015 to claim educational credits. Care it to the tax preparer or use it to prepare for tax return.
7 Amount previously filed (do not use) [ ] 8 Checked if a loan (do not use) [X]		9 Checked if a graduate student [ ] 10 Ins. contract reimb./refund [ ]			
Form 1098-T (keep for your records) www.irs.gov/1098 Department of the Treasury-Internal Revenue Service If you have any general questions, please visit http://www.irs.gov/1098 for information regarding your tax documents and to obtain contact information for ECSI. If you have any questions regarding the financial information on your 1098-T, please contact your school directly. Neither your school nor ECSI can answer tax questions or provide tax advice; you must contact your tax professional.					
Transaction History Trans Desc - Box # Trans Description Trans Amt Trans Date Box # Trans Description Trans Amt					

