Frequently Asked Questions
IRS Form 1098-T
University of North Texas
Dallas

What is the IRS Form 1098-T?

The 1098-T reports information on what you paid for Qualified Tuition and Related Expenses (QTRE) at college or university. All colleges and universities are required by the Internal Revenue Service to provide you with this information. It serves to alert students that they may be eligible for federal income tax education credits such the Lifetime Learning Credit and the American Opportunity Credit as part of their federal income tax return. IRS Publication 970, "Tax Benefits for Higher Education," as well as Chapter 35 of IRS publication 17 (Your Federal Income Tax Guide for Individuals), provide additional information on these credits. There is no IRS requirement that you must claim the tuition and fees deduction or an education credit. Claiming education tax benefits is a voluntary decision for those who may qualify.

The 1098-T contains a combination of student personal data, such as name, address, Social Security Number (SSN), and enrollment data (graduate/undergraduate, half-time status, etc.). The IRS will use this data to help determine who is eligible for the education tax credits.

For more information on these tax credits including eligibility requirements, please visit IRS Publication 970. This publication provides the information you need to understand eligibility requirements for tax credits. The University of North Texas Dallas cannot offer specific guidance on how/if an individual should file taxes and/or claim educational tax credits.

What are Qualified Tuition and Related Expenses (QTRE)?

Qualified tuition and related expenses are tuition, fees, and course materials required for a student to be enrolled at or attend an eligible educational institution. Amounts paid for any course involving sports, games, or hobbies (unless part of your degree program or taken to acquire or improve job skills) are not eligible.

I received a 1098-T from and do not plan to file taxes.

Qualified Tuition and Related Expenses (QTRE) during the prior tax year (January 1 – December 31). If you plan to file a tax return with the IRS, the dollar amounts reported on your 1098-T form may assist you in completing IRS Form 8863 if you plan to claim education tax credits on your tax return.

If you do not plan to file a tax return within the U.S., no additional action is required after receiving the 1098-T form.

What tuition and fees are not qualified to be on the 1098-T?

The IRS considers housing/meal charges, transportation charges, and medical charges to be Non-Qualified Expenses. This would cover parking fees, health insurance and medical service fees as well as some miscellaneous fees. Non-Qualified Expenses will not be included in Box 1 on the 1098-T even if they were paid during the calendar year.

IRS Publication 970 explains the details of claiming the tax credits (e.g. who is eligible, charges that are eligible or ineligible) and your responsibilities in the process.

When will the Form 1098-T be available?

The 1098-T will be available no later than January 31st each year.

Where can I find my Form 1098-T?

The Form 1098-T is available on your myUNTD or myLAW under the 'Student Account' tile, then 'View 1098-T'. If you did not sign up for an electronic form, your Form 1098-T will be mailed to you at the mailing address on file. Please verify/update your mailing address no later than January 10th if you are expecting a paper copy of your Form 1098-T.

What should I do if I cannot access myUNTD or myLAW?

If you cannot access the myUNTD/myLAW portal, please visit the UNT Account Management System (AMS) to retrieve and/or reset your password.

May I get an email copy of my Form 1098-T?

No. Due to the confidential nature of the information, we do not email the 1098-T forms. The forms are available online in myUNTD or myLAW under the Student Account tile.

Can my parents/spouses/family members have access to my 1098-T information?

For parents, spouses or family members to have access, the student will need to complete a Student Consent for Access to Records form. This is available online at https://registrar.untdallas.edu/important-forms.

Why doesn't Box 1 on the 1098-T match what I personally paid?

- Payments for unqualified charges will not show up in Box 1.
- Payments that occurred in 2025 for Spring 2026 sessions will be included on the 2025 1098-T. It is determined by when the payment was made.
- Payments from other sources (e.g. scholarships) are included in Box 1, which is over and above the amount that you personally paid.

What does each box on the 1098-T represent? How is the data in each box determined?

Box 1: Includes payments received during the calendar year for Qualified Tuition and Related Expenses (QRTE). General formula: Payments made for QTRE + Financial Aid(all types, including loans) – Refunds – Non-Qualified Expenses

Box 2: No longer used by the IRS. This box always be blank as UNTD only reports payments received for QTRE (Box 1).

Box 3: Blank. Reserved for future use by the IRS

Box 4: Adjustments made in the calendar year reported on the 1098-T for prior calendar year(s).

Box 5: Scholarships, grants, third-party payments, tuition benefit programs (most cases). Excludes direct payments received through a 529 plan.

Box 6: Adjustments made to a prior year's scholarships or grants (if applicable).

Box 7: If this box is checked, the amount reported in Box 1 is for an academic term/session that begins in January, February, or March of the following calendar year.

Box 8: This box is checked if the student was enrolled half-time or greater during the calendar year reported on the 1098-T form.

Box 9: This box is checked if the student was enrolled as a graduate student during the calendar year reported on the 1098-T form.

I graduated in a previous calendar year and did not receive a 1098-T.

Your payment for Spring was potentially made in Fall of the prior year. Since payments are reported when they are made, any payments made in the prior year would have been included on the prior year's Form 1098-T.

Additional Questions?

Contact:

Student Account and Cashier Services
Email: SBS@untdallas.edu
Phone: (972) 780-3658