

Important Tax Information Regarding Form 1098-T

SFASU has contracted with Vangent, Inc. to provide the 1098-T tax forms to students. Vangent, Inc. mailed these forms to students in late January. Additionally, students can access their 1098-T forms online by following the instructions below:

Instructions for Accessing Form 1098-T Online

- Go to <https://tra.vangent.com>
- Click on First Time Students
- Enter last 5 digits of SSN (do not enter your student ID, as SFA did not report that information to the service provider)
- Enter First Name, Last Name as reflected on your SFA student record
- Click Next
- Enter and verify your e-mail address
- Create a User ID
- Click Complete Registration
- You should receive a Success message. Record your User ID
- Wait on an email containing instructions, a temporary password, and a link to the website. Read the email and click on the link
- Answer a challenge question for security purposes (in case you forget your password)
- Set up a new password
- You should receive a Success message
- Login with your User ID and new Password
- Your Form 1098-T for the years that you have qualifying tuition/fees from SFA to report to the IRS will be available to view and/or print

For additional information about Form 1098-T, visit the Internal Revenue Service website at www.irs.gov.