

1098-T Student Consent Instructions

To consent to receive an electronic 1098-T, follow the instructions below.

Step 1: Access your Student Center via Acacemic Self-Service:

http://academicselfservice.lsuhsc.edu/

And go to the Finances section. Select the "**Other Financial**" box and click on "**View 1098-T**". Then click the arrow to the right of that box.

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Step 2: The list of available years' 1098-T forms are shown. If you have not yet granted consent to allow on-line receipt, the box "**Grant Consent**" would be available. Click this box.

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Step 3: After agreeing to the statement, select the "**Yes, I have read the agreement**" box and then click on "**Submit**". <u>Note</u>: The grant consent box will no longer appear on the View 1098-T page.

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