How to View your 1098-T

• Log into your ctcLink Student Account using your CTCLINK ID and password

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visit: <u>www.orympic.edu</u>	WASHINGTON COMMUNITY AND TECHNICAL COLLEGES	
ctcLink Student Accounts Canvas Browse Classes Course Catalog Student Orientation Virtual Assistance COVID-19	ctcLink ID	
	Password	
OLYMPIC COLLEGE	Sign In	

• On the ctcLink Gateway, select **Student Homepage**

	Octc Link My Institution Vie	W	Welcome
		9 ctcLink	GATEWAY
	Canvas	Your Gateway to ctcLink	How do I?
Ĩ	Student Homepage	Welcome! You have arrived at the ctcLink Gateway for	If you need to know how to use some of the ctcLink tools, check out the <u>ctcLink Training website</u> . There you'll find Quick Reference Guides (QRG) and

• Once on the **Student Homepage**, click the "Financial Account" tile

	🕶 ctcLink Student Homepage			
Message Center	Tasks	Academic Progress	Manage Classes	
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	No current tasks			
Financial Aid	Financial Account	Academic Records	Profile	
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Additional Resources	Admissions			
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- From the menu on the left, choose **1098-T**, then "View 1098-T"
 - You must **Grant Consent** to view it electronically

ctcLink Student Homepage		1098-T Report Selection
Account Balance		
Charges	~	View 4009 T
Payments	~	1098-T Report Selection
匙 1098-Т	^	You have not consented to receive your 1098-T via on-line access. Select the Grant Consent push button to allow on-line receipt.
View 1098-T		Grant Consent
Payment Plans	~	
Other Account Activities	~	IGo to top

- **Note:** You may not have any qualifying payments to generate a 1098-T if entirely using Financial Aid. Social Security Numbers are required for 1098-T generation
- Contact & Questions: <u>AcctsPay@olympic.edu</u> with Full Name, ctcLink ID, and Phone Number