

# Instructions to review and print your 1098T Statement

Please follow the steps below to review your 1098T form.

Step 1: Navigate to <https://dtss.cooper.edu/Student> and sign into Student Self- Service with your credentials.

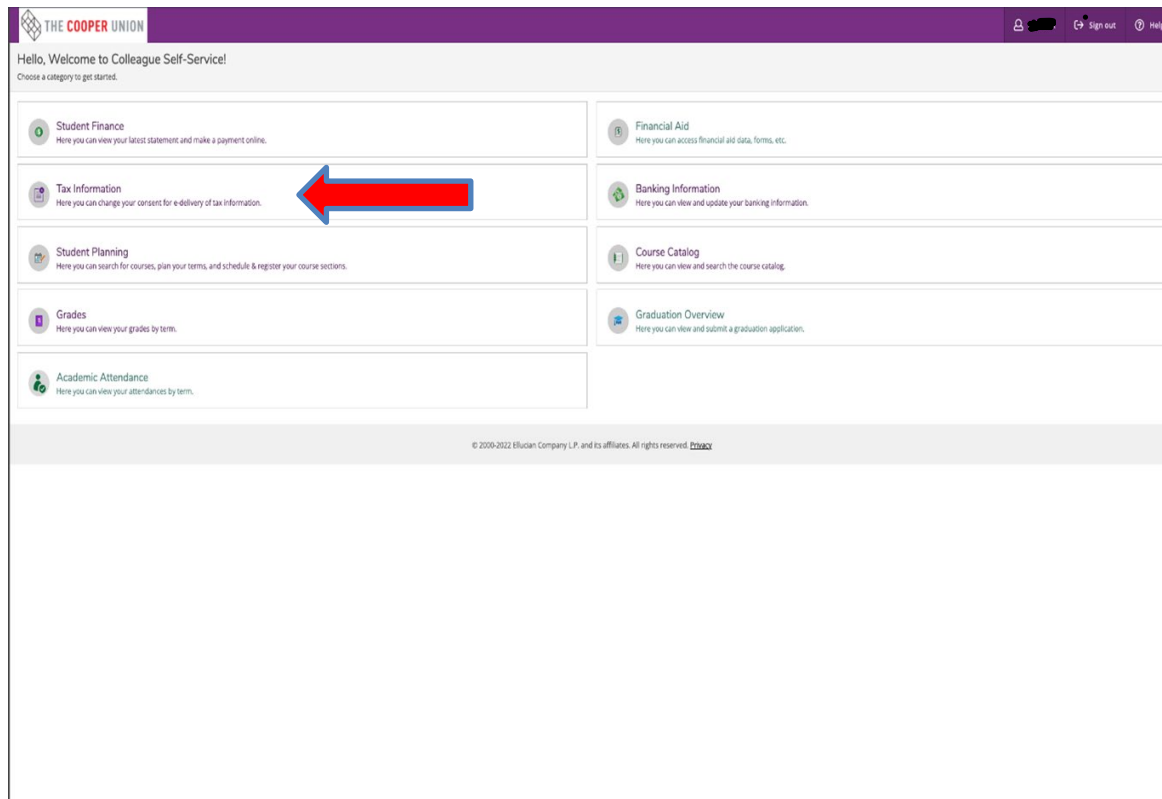


## Sign in


**Enter your user name and password to sign in.**

UserName Password Sign in

Step 2: When logged into the portal home screen to access your 1098T form click “Tax Information”



Step 3: Please select this option to receive your 1098-T statement in electronic format.

 THE COOPER UNION

Financial Information - Tax Information

Tax Information

1098 Information

Select an option below to set your preferences for receiving your electronic 1098:

Receive my 1098 only in electronic format

Please select this option. I agree to receive my official 1098-T only in electronic format by accessing the web and viewing/printing. I understand that by consenting to receive my 1098-T tax forms in electronic format, I will not receive a paper 1098-T statement unless I request a paper copy from the Student Accounts Office. Bursar@Cooper.edu

Withhold my consent

Please do not select this option unless I request a paper copy from the Student Accounts Office. Bursar@Cooper.edu.

1098 Statements

Tax Year	Notation
2021	<a href="#">2021 1098T Statement</a>
2020	<a href="#">2020 1098T Statement</a>
2019	<a href="#">2019 1098T Statement</a>
2018	<a href="#">2018 1098T Statement</a>

Electronic 1098 Consent History

Date	Consent Status
1/28/2022 11:31:06 AM	Consent Given

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Step 4: Select "2021 1098T Statement" to review/print your 1098T statement.

**THE COOPER UNION**  
Financial Information · Tax Information

### Tax Information

1098 Information

You have opted to receive your 1098 in electronic format. [Change Preferences](#)

**Receive my 1098 only in electronic format**  
Please select this option. I agree to receive my official 1098-T only in electronic format by accessing the web and viewing/printing. I understand that by consenting to receive my 1098-T tax forms in electronic format, I will not receive a paper 1098-T statement unless I request a paper copy.

1098 Statements		Electronic 1098 Consent History	
Tax Year	Notation	Date	Consent Status
2021	<a href="#">2021 1098T Statement</a>	1/28/2022 11:31:06 AM	Consent Given
2020	<a href="#">2020 1098T Statement</a>		
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