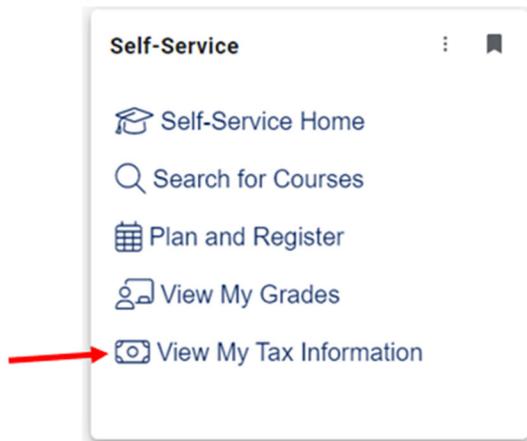
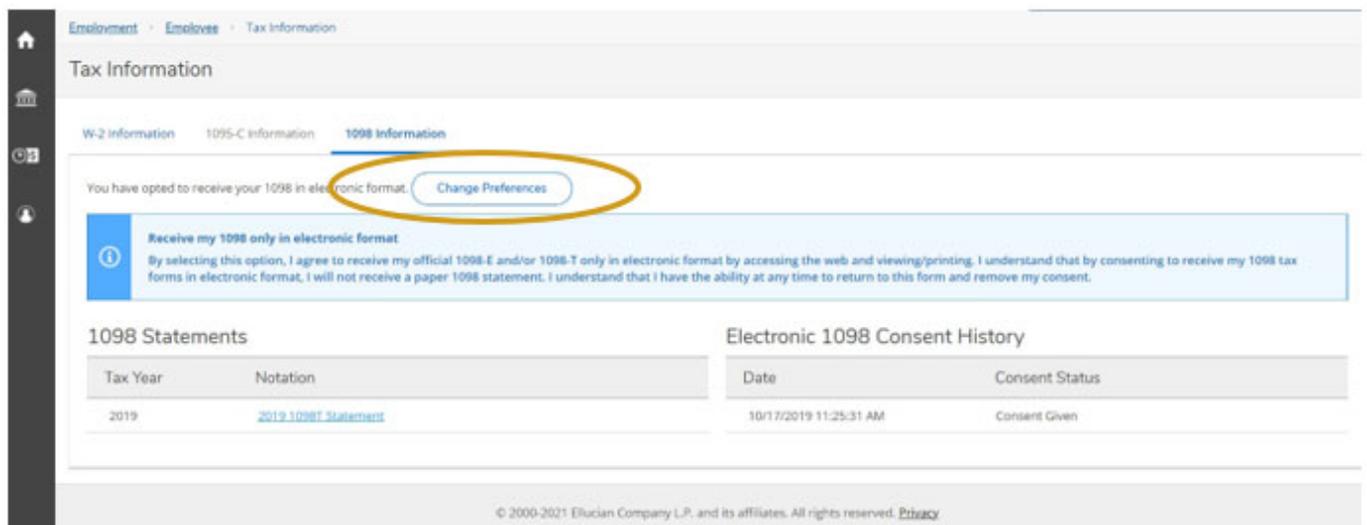


## How to Access Your 1098T Tax Information

1. Login to the [MC Portal](#)
2. On the **Self-Service** card select **“View My Tax Information”**:



3. You will be directed to your portal tax information.
4. If you have opted to receive your 1098 in paper format and would like to change your preference to be able to receive your 1098 in electronic format, click the **“Change Preferences”** button.



5. Click **“Receive my 1098 only in electronic format”** radio button.

W-2 Information 1095-C Information **1098 Information**

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

Receive my 1098 only in electronic format

Withhold my consent

By selecting this option, I agree to receive my official 1098-E and/or 1098-T only in electronic format by accessing the web and viewing/printing. I understand that by consenting to receive my 1098 tax forms in electronic format, I will not receive a paper 1098 statement. I understand that I have the ability at any time to return to this form and remove my consent.

I choose to withhold my consent and understand by doing so that I will receive my official 1098-E and/or 1098-T in paper format. I understand that I have the ability at any time to return to this form and consent to receiving my official 1098-E and/or 1098-T in electronic format only.

[Cancel](#) [Save](#)

1098 Statements		Electronic 1098 Consent History	
Tax Year	Notation	Date	Consent Status
2019	<a href="#">2019 1098T Statement</a>	10/17/2019 11:25:31 AM	Consent Given

6. Click the **"Save"** button.
7. Click on the tax year below you would like to view. It will open in a new window and display as a .pdf document that can be saved or printed.

Employment · Employees · Tax Information

### Tax Information

W-2 Information 1095-C Information **1098 Information**

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

**Receive my 1098 only in electronic format**

By selecting this option, I agree to receive my official 1098-E and/or 1098-T only in electronic format by accessing the web and viewing/printing. I understand that by consenting to receive my 1098 tax forms in electronic format, I will not receive a paper 1098 statement. I understand that I have the ability at any time to return to this form and remove my consent.

1098 Statements		Electronic 1098 Consent History	
Tax Year	Notation	Date	Consent Status
2019	<a href="#">2019 1098T Statement</a>	10/17/2019 11:25:31 AM	Consent Given