How to find your 1098-T on Joe’SS

1. Login to Joe’SS using your secure single sign on and password:
   https://joess.mst.edu/psp/csprdr/?cmd=login

2. Follow the Path Highlighted below:
   a. Self Service>Campus Finances>Tax Information

3. From here you will be able to view the current tax year 1098-T as well as previous tax years if applicable. You can click on the blue hyperlink boxes and additional information about what is reporting in each box will be available to view. Click on “View 1098-T’ to open the link for the completed tax form. You will be asked to enter
the last 4 digits of your SSN. This form will open in a new window, please make sure you pop-up blockers are turned off.

### Tax Year 2018

**View 1098-T**

<table>
<thead>
<tr>
<th>Box 1: Payments received for qualified tuition and related expenses</th>
<th>Box 4: Adjustments made for a prior year</th>
<th>Box 5: Scholarships or grants</th>
<th>Box 6: Adjustments to scholarships or grants for a prior year</th>
</tr>
</thead>
<tbody>
<tr>
<td>10,081.07</td>
<td>0.00</td>
<td>7,419.20</td>
<td>0.00</td>
</tr>
</tbody>
</table>

Beginning with tax year 2018, the IRS requires the University to report amounts paid in Box 1.

Box 7 has been checked, indicating that the amount in Box 1 includes amounts for an academic year beginning January-March 2018.

Box 9 has been checked, indicating that you were enrolled half-time or better at least one semester during the year.

Box 9 has been checked, indicating that you were enrolled exclusively as a grad student during the year.

### Tax Year 2017

**View 1098-T**

<table>
<thead>
<tr>
<th>Box 2: Amounts billed for qualified tuition and related expenses</th>
<th>Box 4: Adjustments made for a prior year</th>
<th>Box 5: Scholarships or grants</th>
<th>Box 6: Adjustments to scholarships or grants for a prior year</th>
</tr>
</thead>
<tbody>
<tr>
<td>4,763.26</td>
<td>0.00</td>
<td>8,243.30</td>
<td>0.00</td>
</tr>
</tbody>
</table>