**Instructions for Student**

An eligible educational institution, such as a college or university, in which you are enrolled and an insurer who makes reimbursements or refunds of qualified tuition and related expenses to you, must furnish this statement to you. You, or the person who may claim you as a dependent, may be able to take either the tuition and fees deduction or claim an education credit on Form 1040 or 1040A for the qualified tuition and related expenses that were actually paid in 2003. The amount shown in box 1 or 2 may represent an amount other than the amount actually paid in 2003. Your institution must include its name, address, and telephone number on this statement. It may also include contact information for a service provider (in the box below your name and address). Although the service provider may be able to answer certain questions about the statement, do not contact them or the filer for explanations of the requirements for (and how to figure) any allowable tuition and fees deduction or education credit that you may claim. For more information about the deduction or credit, see Pub. 970, Tax Benefits for Education, Form 8863, Education Credits, and the Form 1040 or 1040A instructions.

**Box 1.** Shows the total payments received for qualified tuition and related expenses less any related reimbursements or refunds.

**Box 2.** Shows the total amounts billed for qualified tuition and related expenses less any related reimbursements in charges.

**Box 3.** Shows any adjustment made for a prior year for qualified tuition and related expenses that were reported on a prior year Form 1098-T. This amount may reduce any allowable education credit you may claim for the prior year. See Form 8863 or Pub. 970 for more information.

**Box 4.** Shows the total of all scholarships or grants administered and processed by the eligible educational institution. The amount of scholarships or grants for the calendar year (including those not reported by the institution) may reduce the amount of any allowable tuition and fees deduction or the education credit you may claim for the year.

**Box 5.** Shows adjustments to scholarships or grants for a prior year. This amount may affect the amount of any allowable tuition and fees deduction or education credit you may claim for the prior year. See Form 8863 for how to report these amounts.

**Box 6.** If this box is checked, the amount in box 1 or 2 includes amounts for an academic period beginning January - March 2004. See Pub. 970 for how to report these amounts.

**Box 7.** Shows the total amount of reimbursements or refunds of qualified tuition and related expenses made by an insurer. The amount of reimbursements or refunds for the calendar year may reduce the amount of any allowable tuition and fees deduction or the education credit you may claim for the year.

**Box 8.** Shows whether you are considered to be carrying at least one-half the normal full-time workload for your course of study at the reporting institution. If you are at least a half-time student for at least one academic period that begins during the year, you meet one of the requirements for the Hope credit. You do not have to meet the workload requirement to qualify for the tuition and fees deduction or the lifetime learning credit.

**Box 9.** Shows whether you are considered to be enrolled in a program leading to a graduate degree, graduate-level certificate, or other recognized graduate-level educational credential. If you are enrolled in a graduate program, you are not eligible for the Hope credit, but you may qualify for the tuition and fees deduction or the lifetime learning credit.

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**FILER’S name, street address, city, state, ZIP code, and telephone number**

Bursar’s Office  
122 A.W. Peterson Building  
750 University Avenue  
Madison, WI 53706  
(608) 262-3611  
tra@bussvc.wisc.edu

**STUDENT’S name, street address, city, state, and ZIP code**

EXAMPLE2 JACKIE  
415 STATE STREET  
MADISON, WI 53706

**1 Payments received for qualified tuition and related expenses $**

**3 Adjustments made for a prior year $**

**5 Adjustments to scholarships or grants for a prior year $**

**7 Reimbursements or refunds of qualified tuition and related expenses from an insurance contract $**

**2 Amounts billed for qualified tuition and related expenses $ 3,000.00**

**4 Scholarships or grants $ 2,000.00**

**6 The amount in box 1 or 2 includes amounts for an academic period beginning January - March 2004 (if checked)**

**8 At least half-time student (if checked) ☑**

**9 Graduate student (if checked) ☐**

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**COB No. 1545-1574**

**Tuition Statement**

**Form 1098-T**

**Copy B For Student**

This is important tax information and is being furnished to the Internal Revenue Service.

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Form 1098-T  
UW Record 1523992  
(keep for your records)  
Department of the Treasury - Internal Revenue Service