



University of New Haven

How to access your 1098T Tax Form:

Step 1:

- Log onto Banner Self-Service (SSB)
- Click on the **'Student'** tab

Personal Information
Update addresses, contact information or marital status; review name or social security number change information; Change your PIN; Customize your directory profile.

Student
Apply for Admission, Register, View your academic records.

Employee
Time sheets, time off, benefits, leave or job data, paystubs, W2 forms, W4 data.

Step 2:

- Select **'Student 1098T Tax Form'**

Student

Registration
Check your registration status, class schedule and add or drop classes

Student Records
View your holds, grades and transcripts

Student 1098T Tax Form
View your 1098T Tax form

Degree Audit

Step 3:

- Click on **'Select Tax Year'**

Student 1098T Tax Form

Select Tax Year

Tax Notification

Step 4:

- Enter the **'Tax Year'** you are looking for (ex: 2018).
- Click **'Submit'**.

Select a Tax Year

Enter a Tax Year:

Step 5:

- You will then return to the Student 1098T Tax Form page.
- Click **'Tax Notification'** to view your 1098T form.

Student 1098T Tax Form

Select Tax Year

Tax Notification

Step 6: Once your 1098T tax form appears, **right click on the page to print.**