

# 1098-T Tax Statements

## How to retrieve the 1098-T tax statement online

- Go to [www.ecsi.net/1098T](http://www.ecsi.net/1098T)
- Go to "Click here to retrieve your login credentials"
- Enter student's name, last 4 of the social security numbers, DOB, and zip code
- Write down the school code and password
- Return to the ECSI Student Tax Information page
- Select "Click here to log in to your online account"
- Enter the school code, account number (SSN), and password
- Select Tax Information, the preferred year, and view
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## California Baptist University reports the following 1098-T information according to federal guidelines

Box 2 Amount billed in the current year for eligible tuition and fees

Box 4 Amount credited in the current year due to a reduction in charges from the previous year.

Box 5 Scholarship/Grant amount credited for the current year and the previous year.

Box 6 Scholarship/Grant amount debited due to the reversal of aid for the previous year.

Box 8 Check if enrolled at least half time.

Box 9 Check if enrolled as a Graduate student.

**The current year begins in January and ends in December.** Spring tuition is billed in January, Summer tuition is billed in May, and Fall tuition is billed in August.

California Baptist University has partnered with Educational Computing Systems (ECSI) to provide 1098-T tax statements. All 1098-T's are mailed to the permanent address on record at the time of processing. If you did not receive your 1098-T or need another copy, please contact the Student Accounts Office at 951-343-4371.

**For tax information and resources regarding 1098-T's go to [www.ecsi.net/1098T](http://www.ecsi.net/1098T)**

## What if the Social Security Number on my tax form is incorrect?

To correct your Social Security Number (SSN) on your tax form, you must fill out Form [W-9S](#). Please note that your SSN cannot be corrected without a W-9S form on file. After completing the form, you can submit it to the Student Accounts Office using the following methods:

- Scan the form and email it to: [StudentAccounts@calbaptist.edu](mailto:StudentAccounts@calbaptist.edu)
- Fax the form to: (951) 343-4515
- Mail the form to: CBU-Student Accounts, 8432 Magnolia Ave, Riverside, CA 92504
- Drop the form off in the Student Accounts Office: Lancer Arms #42