

Memo

To: FOREIGN/ F-1 STUDENTS OF LINCOLN UNIVERSITY

From: Accounting Office

Date: 9/12/2017

Re: Form 1098 - T

All Foreign/ F-1 students who would need the Form 1098 - T should make their request to the Accounting Office. To compliance with IRS regulation, the requesting **deadline is December 31, 2017.**

If you need a Form 1098 - T and do not request it by providing a correct social security number or individual taxpayer identification number before the deadline, your Form 1098 – T will not be issued.

Lincoln University employees cannot assist you with your specific tax questions, please consult with a qualified tax professional if you need assistance.

Lincoln University

Request for Form 1098-T

Last Name First Name Middle Name Student ID#

Social Security # Phone #

Mailing Address

Tuition Statement will be sent out on or before **January 31st**. No Statement will be issued after this date per IRS. Students must provide Social Security # and submit this request before the deadline in order to process the statement.

Signature_____

Date_____

.....
.....

For Admission Use Only

At Least Half-Time: Yes No Graduate Student: Yes No

.....
.....

For Accounting Use Only

Payment Received_____ Refund_____

Scholarship/Grant_____ Prepaid for Next Semester: Yes No

401 15th Street, Oakland, California 94612

Tel: (510) 628-8028

Fax: (510) 628-8026

E-mail: accounting@lincolnuca.edu