

IRS Form 1098-T – Tax Year 2026

What is form 1098-T?
Form 1098-T is a tuition statement provided by eligible educational institutions to students and the IRS that report qualified tuition and related expenses paid by students, which may make them eligible for certain education-related tax credits. We recommend that schools advise students to consult a *qualified tax advisor* to determine which deductions or credits may apply to their individual circumstances.

What's new for 2026?
- For the Filer's, Student's, Recipient's, and Borrower's information, the address fields are separated into individual entry boxes.
- The e-file threshold has been lowered to 10 returns
- Information Reporting Intake System (IRIS) is the new online portal for e-filing information returns.

Who must file?
You must file Form 1098-T if you are an eligible educational institution, defined as a college, university, vocational school, or other postsecondary educational institution that is eligible to participate in a program administered by the U.S. Department of Education under Title IV of the Higher Education Act of 1965. You must file a 1098-T report for each student you enroll and for whom a reportable transaction is made. If another person receives or collects payments of qualified tuition and related expenses on your behalf, the other person must file Form 1098-T. However, if the other person does not possess the information necessary to comply with the reporting requirements of Form 1098-T, then you must satisfy the reporting requirements of Form 1098-T.

When must you file?
Institutions must furnish 1098-Ts on paper or electronically to their students by January 31, 2027. Educational institutions may present the option to consent to receive Form 1098-T electronically as part of a global "Consent To Do Business Electronically," combining consent for electronic delivery of Form 1098-T. A complete filing of all 1098-Ts with the IRS is due electronically by March 31, 2027.

Starting with tax year 2024 reporting, institutions may use IRS Form 15397, Application for Extension of Time to Furnish Recipient Statements, to request a one-time extension of up to 30 days to provide recipient copies of certain information returns, including Form 1098-T. The request must be submitted no later than the original due date for furnishing statements to recipients. Form 15397 may be submitted online through the IRS Mobile-Friendly Forms system or by fax to the IRS. If approved, the IRS generally grants a maximum extension of 30 additional days.

Exceptions
You do not have to file Form 1098-T or furnish a statement for:
- Courses for which no academic credit is offered, even if the student is otherwise enrolled in a degree program.
- Nonresident alien students, unless the institution chooses to file or is otherwise required to provide a Form 1098-T.
- Students whose qualified tuition and related expenses are entirely waived or paid entirely with scholarships and grants and students whose qualified tuition and related expenses are covered by a formal billing arrangement between an institution and the student's employer or a governmental entity, such as the Department of Veterans Affairs or the Department of Defense.

What are the benefits of using GEMCOR'S 1098-T services?
Using GEMCOR's 1098-T preparation services provides institutions with enhanced compliance, efficiency, and cost savings. Our team ensures full alignment with IRS regulations, reducing the risk of penalties from reporting errors. By managing the entire process—from data consolidation to IRS submission—we save institutions time and internal resources. GEMCOR's quality control checks improve accuracy, while our scalable solutions adapt to enrollment changes and program growth. Outsourcing to GEMCOR also lowers labor and overhead costs, making 1098-T preparation smoother, more compliant, and cost-effective.

2026 1098-T Webinar
Join Terrah Griffin, Director of Marketing & Public Relations, who has led GEMCOR's 1098-T Division since 2010, for an informative webinar covering annual IRS reporting requirements, important deadlines, and strategies for ensuring accurate and efficient 1098-T reporting. This webinar will take place on December 8th, 2026 at 11AM CST. Please use the following link to register:
https://events.teams.microsoft.com/event/4d7e3d7c-8f3d-4f2d-97f5-eb8772c60662@648b1bda-e0fe-4991-8339-f67e840bb3db

Detailed Overview of the Information Required in Each Box of Form 1098-T

Box 1. Payments Received for Qualified Tuition and Related Expenses

Enter the total amount of payments received during the calendar year for qualified tuition and related expenses from all sources. The amount reported is the total payments received during the calendar year, reduced by any reimbursements or refunds made during the same calendar year that relate to those payments. The amount reported is not reduced by scholarships or grants reported in Box 5.

Include payments received for qualified tuition and related expenses from a prior calendar year only if the student was previously billed for those charges. Qualified tuition and related expenses generally include tuition, fees, and course materials required for enrollment or attendance at an eligible educational institution. They do not include charges for room and board, insurance, medical expenses or student health fees, transportation, or other similar personal, living, or family expenses. In addition, expenses for courses involving sports, games, or hobbies are not qualified expenses unless the course is part of the student's degree program or is taken to acquire or improve job skills.

Box 4. Adjustments Made for a Prior Year

Payments received: Enter reimbursements or refunds of qualified tuition and related expenses made during the calendar year that relate to payments received reported on a prior-year Form 1098-T. For example, if a loan payment applied to qualified tuition was reported in a prior year and a portion of that payment is subsequently refunded, the refunded amount is reported in Box 4 to adjust the student's prior-year qualified tuition and related expenses.

Amounts billed (historical reporting only): Enter reductions in qualified tuition and related expense charges made during the calendar year that relate to amounts billed and reported on a prior-year Form 1098-T. This provision primarily applies to institutions correcting years in which amounts billed reporting was used.

Box 5. Scholarships or Grants

Enter the total amount of any scholarships or grants that you administered and processed during the calendar year for the payment of the student's costs of attendance. Scholarships and grants generally include all payments received from third parties (excluding family members and loan proceeds). This includes payments received from governmental and private entities such as the Department of Veterans Affairs, the Department of Defense, civic and religious organizations, and nonprofit entities. However, see *Exceptions*, earlier. A scholarship or grant is administered and processed by you if you receive payment of an amount, whether by check, cash, electronic transfer, or other means, which you know or reasonably should know is a scholarship or grant, regardless of whether the educational institution is named as payee or co-payee of the amount and (if a non-cash payment) regardless of whether the student endorses the check or other means of payment for the benefit of the institution. A Pell Grant is an example of a grant administered and processed by a college or university in all cases.

Box 6. Adjustments to Scholarships or Grants for a Prior Year

Enter the amount of any reduction to the total amount of scholarships or grants that were reported for any prior year after 2002.

Box 7. Checkbox for Amounts for an Academic Period Beginning in January through March of 2027

Check this box if any payments reported in Box 1 relate to an academic period beginning during January through March 2027. This is typically applies when students make payments in 2026 for a term that begins during the first quarter of 2027.

Box 8. Check if at Least Half-Time Student

Check this box if the student was at least a half-time student during any academic period that began in 2026. A half-time student is a student enrolled for at least half the full-time academic workload for the course of study the student is pursuing. Your institution's standard for a half-time student workload must equal or exceed the standards established by the Department of Education under the Higher Education Act and set forth in 34 C.F.R. section 668.2(b).

Box 9. Check if a graduate student

Check this box if the student was a graduate student. The student is a graduate student if the student was enrolled in a program or programs leading to a graduate-level degree, graduate-level certificate, or other recognized graduate-level educational credential. *This does not mean that the student is graduating or has graduated from a program at your school unless the program is a graduate-level degree, graduate-level certificate, or other recognized graduate-level educational credential.* Examples of typical graduate students are those pursuing Master's Degrees or Doctorate Degrees.

Box 10. Insurance Contract Reimbursements or Refunds

If you are an insurer, enter the total amount of reimbursements or refunds of qualified tuition and related expenses that you made to the student during 2026.

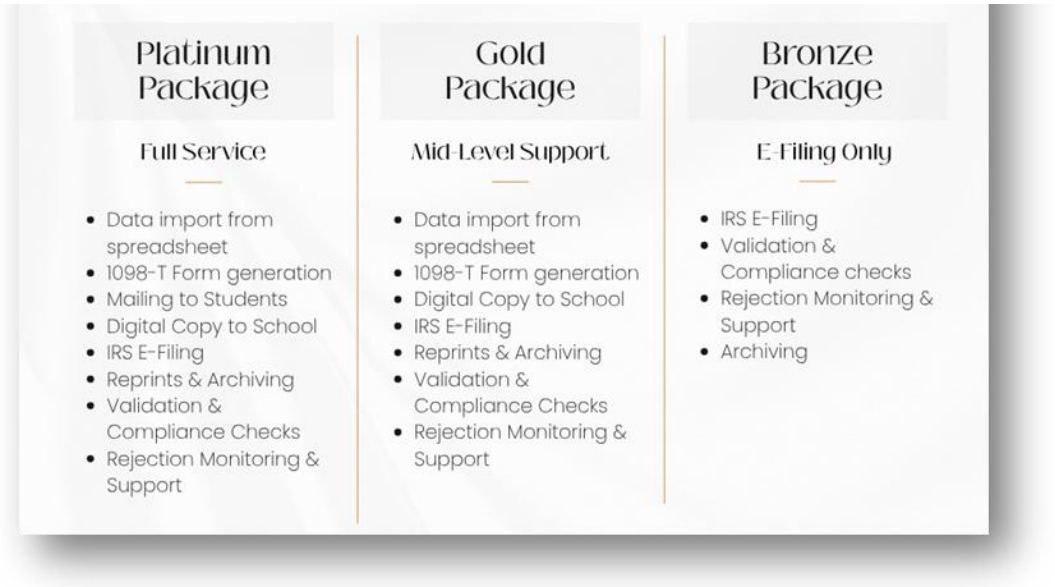
Student's TIN checkbox

If you solicited the student's TIN in writing (Form W-9S or other form) for the current year, check the box. Also check the box if you obtained the student's TIN in a prior year by making a solicitation in writing (Form W-9S or other form) or obtained the student's TIN in a prior year from his or her financial aid application or other form and in either case have no reason to believe the TIN previously obtained is incorrect.

Need Help with your 1098-T Filing?

GEMCOR, Inc. offers 1098-T preparation and filing services for those who need assistance. We are an approved electronic filer of information returns with the IRS. Electronic filing is the only method to report information returns to the IRS if your institution has 10 or more returns.

Our 1098-T service packages are designed to offer greater flexibility and support based on your institution's needs. Below is a breakdown of what is included in each package.



🥇 **Platinum Package - Full-Service:** **Ideal for institutions that want a completely hands-off experience.**

Includes: Data import from spreadsheet, Form generation (1098-T), Mailing to students, Digital copy to school, IRS E-filing, Reprints & Archiving
Pricing: $5/form with a minimum charge of $200

🥈 **Gold Package - Mid-Level Service:** **Perfect for schools that handle their own mailings, but want help with the rest.**

Includes: Data import from spreadsheet, Form generation (1098-T), Digital copy to school, IRS E-filing, Reprints & Archiving
Pricing: $3.75/form with a minimum charge of $200

🥉 **Bronze Package - E-Filing-Only:** **For institutions with preformatted, IRS-ready data.**

Includes: IRS E-filing only, Validation and compliance checks, Rejection monitoring and support, Archiving
Pricing: $1.00/record with a minimum charge of $150 and a maximum charge of $500

Once you've determined which package best suits your institution's needs, please email Terrah Griffin at terrah@gemcorinc.com to be added to our 2026 1098-T processing list.

*Data Manipulation, Corrections, re-filings and expedited service are quoted on a case-by-case basis

***One-time setup fee for non-full-service clients**: Institutions not currently engaged with GEMCOR under a full-service TPS contract will incur a one-time setup fee of $495 upon their first 1098-T reporting cycle. This fee is universal and will not be applied in subsequent years. No set up fee is required for current full-service clients.

***Deposit requirement for non-full-service clients:** Institutions not currently engaged with GEMCOR under a full-service TPS contract will require a non-refundable deposit equal to 20% of the estimated total service cost prior to the commencement of 1098-T preparation services. No deposit is required for current full-service clients. Please submit a copy of the **2026 1098-T Service Agreement** if you are not a current GEMCOR client, which can be found at www.gemcorinc.com/downloads.html

Data must be provided by January 23, 2027 via ShareFile. You can download the sample 1098-T spreadsheet from our website at www.gemcorinc.com/downloads.html

Please use the following format when preparing your 1098-T spreadsheet in Excel:
(***each bullet item must be a separate data field using the column names below only or additional fees may apply***)

Column Header	Description of Data
SSN	Student 9-digit Social Security (No dashes)
FIRST	Student First Name (Must be in a separate field from last name and must not include the middle initial)
LAST	Student Last Name (Must be a separate field from first name)
STREET	Student Street Address
CITY	Student City
STATE	Student State
ZIP	Student 5-digit Zip Code
BOX1	Payments Received for qualified tuition and related expenses
BOX4	Adjustments made for a prior year
BOX5	Scholarships and Grants
BOX6	Adjustments to Scholarships and Grants for a prior year
BOX7	Checkbox for amounts for an academic period beginning in January-March 2027
BOX8	Check if at least half-time student
BOX9	Check if a Graduate Student (Seeking Graduate-Level Degree/Certificate/Credential)
BOX10	Contract Reimbursements or Refunds
TIN	TIN Checkbox - certify compliance with TIN solicitation requirements regarding individual student

Request a pre-filled spreadsheet

GEMCOR can provide data from our internal systems for Pell Grants, FSEOG, and Direct Loan funds disbursed to your students. However, we do not have records of cash payments, private/alternative loans, institutional aid, or other non-federal grants and scholarships. The data we provide will include all Pell, FSEOG, and Direct Loan disbursements reflected in our records. Please note that any portion of these funds refunded directly to students for living expenses or other non-qualified costs must be excluded from Box 1. Box 1 should report only payments received for qualified tuition

TRAX Clients

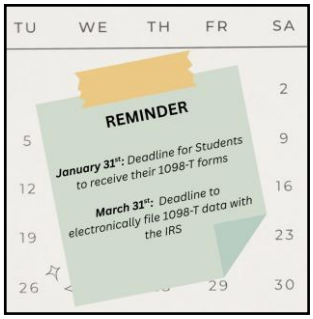
The TRAX 1098-T Software Module will be available for download through ShareFile beginning January 1, 2027. This module allows schools to print 1098-T forms directly from their TRAX system. If you choose to print and distribute forms yourself, no per-student fees will apply. For schools that would like GEMCOR to electronically file 1098-T data with the IRS, a $150 electronic filing fee will apply. Electronic filing is not automatic. If you would like GEMCOR to file on your behalf, please notify us no later than March 15, 2027, to ensure timely submission before the March 31, 2027 IRS filing deadline. Please note that TRAX will be permanently retired in December 2027. After that time, 1098-T extraction data and related reporting functionality will no longer be available through the TRAX platform.

Archiving

We retain 1098-T data for a minimum of four years in accordance with IRS compliance requirements. This ensures that all relevant documentation is available for audit or verification purposes. Clients can conveniently access and download their 1098-T forms and related data at any time through their secure ShareFile accounts.

Important Dates

December 2026: 1098-T Newsletter is released & schools can begin to request for GEMCOR to set up services
December 8: 2026 1098-T Webinar
January 1: GEMCOR clients can begin to request pre-filled spreadsheets with Pell, FSEOG & Loan amounts
January 23: Deadline for GEMCOR to receive finalized spreadsheets to guarantee students receive their forms in the mail by 1/31
January 31: Deadline for students to receive their 1098-T forms
March 15: Deadline for schools to send GEMCOR their formatted data to E-File with the IRS (Bronze Package and TRAX Clients)
March 31: IRS deadline for E-Filing



Sincerely,

Terrah Griffin
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