

Do You Want Electronic Access to Your 2013 1098Ts?

Governors State University is offering students the option to update their student profiles to consent to receiving electronic 1098Ts. This will allow all students the option of accessing, viewing and printing 1098Ts at any time.

If you already gave consent, you do not need to take any action.

- **How do I consent to an electronic 1098T in MyGSU portal?**
 1. Log into the myGSU portal at <http://mygsu.govst.edu>
 2. Click on Online Services
 3. Students
 4. Financial Information
 5. Click on 1098T Electronic Consent
 6. Read and select the option to receive your official 1098T only in electronic format
 7. Click on the Submit button

- **How long does it take me to consent to an electronic 1098T?**

It takes less than five minutes to consent to an electronic 1098T. Doing so will provide you the opportunity to view, print and securely store an electronic version of your 1098T.

- **What if I change my mind?**

Even if you have previously consented to an electronic 1098T, Colleague allows you to change your consent preference at any time.

- **When will my 1098T become available online?**

Your 1098T will be available for viewing and printing on or before January 31, 2014. All GSU students will receive an electronic communication when the 1098Ts have been updated in Colleague.

- **Will I still receive a paper 1098T by mail?**

Once you consent to an electronic 1098T, you will no longer receive future 1098Ts by mail.

- **Where can I locate my 1098T in the myGSU portal?**
 1. Log into the myGSU portal at <http://mygsu.govst.edu>
 2. Click on Online Services
 3. Students
 4. Financial Information
 5. View My 1098T Forms
 6. Select the appropriate 1098T Statement that you would like to view or print. *(Note: In January 2014, only your 2013 1098T statement will be available).*

Questions?

If you have any questions regarding how to consent to an electronic 1098T, please contact the GSU Financial Services department at 708.235.3990.