Box 1 - *Payments received for qualified tuition and related expenses*: This box will be left blank. Universities may choose whether to report payments received or amounts billed on student accounts; they need not report both amounts. Purdue University has chosen to report qualified tuition and related expense amounts **billed**.

Box 2 - *Amounts billed for qualified tuition and related expenses*: In general, this box will contain the sum of all tuition, registration and required registration fees billed to a student’s account during a calendar year, less any amounts by which tuition was reduced due to a reduction in course load or withdrawal. Decreases in amounts due on a student’s account due to scholarship payments, student payments or other payments are not included in the Box 2 amount. Amounts billed to a student account for housing, books, fines, insurance or non-required fees will **not** be included in the Box 2 amount.

Please note that when the American Opportunity Credit or Lifetime Learning Credit is taken on the federal income tax return, the calculation of the credit is based on the amount of qualified educational expenses actually **paid** by the taxpayer during the calendar year. The University reports amounts billed to a student’s account. Therefore, the amount you use to calculate your education credit will not necessarily be the same as the amount that appears in Box 2. For example, a student may be billed for tuition in November of a tax year, but may not make payment until January. The amount billed would be included on the statement provided, but the individual may not claim on their individual return until the following tax year. You should use the information on the 1098-T form in conjunction with your own payment records to determine eligibility for the credits.

If you have questions about how to compute your education tax credit, you should consult your tax professional or refer to IRS Publication 970.

Box 3 - This box will be left blank, since Purdue University has not changed its current method of reporting from the previous year.

Box 4 - *Adjustments made for a prior year*: The amount in this box should be the sum of all reductions in tuition (refunded or not) related to amounts billed in a prior year. This amount is reported as a positive number per IRS requirements. However, it is actually a **decrease** to the amount that was reported on a prior year 1098-T. See "recapture" in the index to Pub. 970 to report a reduction in your credit or deduction.

Box 5 - *Scholarships or grants*: This box contains the sum of all scholarships Purdue University administered and processed for the student’s account during the calendar year. Scholarships that pay for tuition (qualified scholarships) as
well as for housing, books, and other expenses (non-qualified scholarships) will be included in this amount. Tuition waivers and payments received from third parties that are applied to student accounts for educational expenses are included in this box.

**Box 6 - Adjustments to scholarships or grants for a prior year:** Decreases or refunds of scholarship amounts related to scholarships reported in a previous year are included in this box. This amount is reported as a positive number per IRS requirements. However, it is actually a **decrease** to the amount that was reported on a prior year 1098-T. You may have to file an amended income tax return for the prior year.

**Box 7** - This box will be checked if the amount reported in Box 2 includes tuition or registration fees billed to a student account in the current year that pay for a semester beginning in the next calendar year. For example, tuition billed in November or December for a Spring semester beginning in the upcoming January. Box 7 will be checked to indicate that this is the case.

**Box 8** - A check in this box indicates that you are or have been enrolled at Purdue University at least half-time during the reporting of this 1098T.

**Box 9** - This box will be checked if you are a student enrolled in a program leading to a graduate-level degree.

**Box 10** - This box is not used by Purdue University, so it will be blank.