What is an eStatement in TouchNet?

*eStatements* are a snapshot in time of your billing charges based on the day it is created. You have convenient access to them from any device with an internet connection 24/7. A student may authorize others, such as parents, guardians, or a spouse, to view billing information and/or pay bills on his or her behalf.

Note: *the eStatements can only be viewed by the student or Authorized Users*

What is a 1098T?

Families filing a U.S. tax return may be eligible for educational tax credits when claiming their Purdue student as a dependent. The IRS Form 1098-T is the form provided to help file for these tax credits.

How do I view and pay my eStatement in TouchNet or view/print my 1098-T?

AUTHORIZED USERS WILL LOG INTO THIS WEBSITE: [https://secure.touchnet.com/C21261_tsa/web/login.jsp](https://secure.touchnet.com/C21261_tsa/web/login.jsp)

- Using your Purdue career account user name and BoilerKey, login to *myPurdue* at [https://mypurdue.purdue.edu](https://mypurdue.purdue.edu).
• Click on the **Bills & Payments** tab and then Click on **View My e-Statement** link.

The TouchNet payment portal will open. You can view/pay your invoice from here and you can access your 1098T to view/print from this screen.

• Select View Statements to get to the statements screen
<table>
<thead>
<tr>
<th>Statement Date</th>
<th>Statement Description</th>
<th>Due Date</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>05/20/2019</td>
<td>Summer 2019 Due June 10th</td>
<td>06/10/2019</td>
<td></td>
</tr>
<tr>
<td>05/13/2019</td>
<td></td>
<td>05/13/2019</td>
<td></td>
</tr>
<tr>
<td>04/08/2019</td>
<td>Summer 2019 Due May 13th</td>
<td>05/13/2019</td>
<td></td>
</tr>
<tr>
<td>03/25/2019</td>
<td>Spring 2019 Due April 1st</td>
<td>05/13/2019</td>
<td></td>
</tr>
<tr>
<td>03/19/2019</td>
<td>Spring 2019 Due April 1st</td>
<td>04/01/2019</td>
<td></td>
</tr>
<tr>
<td>02/25/2019</td>
<td>February 25th Due March 4th</td>
<td>05/04/2019</td>
<td></td>
</tr>
<tr>
<td>01/22/2019</td>
<td>Spring 2019 Due February 4th</td>
<td>02/04/2019</td>
<td></td>
</tr>
<tr>
<td>01/03/2019</td>
<td>Spring 2019 Due January 7th</td>
<td></td>
<td></td>
</tr>
<tr>
<td>12/21/2018</td>
<td>Spring 2019 Due January 7th</td>
<td></td>
<td></td>
</tr>
<tr>
<td>12/03/2018</td>
<td>Spring 2019 Due January 7th</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Showing 1 to 10 of 18 entries
• Choose a Statement from the Statement Date column and click on the action icon to view,

Statements

Billing Statements  1098-T Tax Statements

Please make sure your browser’s pop-up blocker is disabled before you view a statement.

Show 10 entries

<table>
<thead>
<tr>
<th>Statement Date</th>
<th>Statement Description</th>
<th>Due Date</th>
<th>Amount</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>05/20/2019</td>
<td>Summer 2019 Due June 10th</td>
<td>06/10/2019</td>
<td>$2,338.29</td>
<td>View</td>
</tr>
</tbody>
</table>

• Here is a sample eStatement:

![Purdue University EStatement Image]

- This statement represents the balance due on your account. For more detailed information on payments and account activity, please refer to account balances at [http://www.example.edu](http://www.example.edu).
- The balance due may be reduced by any applicable credits or payments received.
- If the balance due is not paid in full by the due date, interest will be charged on the outstanding balance.
- Late fees may also be assessed after the due date.

[Statement Details]

- Account Number: 01234567
- Statement Date: 06/01/2019
- Due Date: 06/10/2019
- Amount Due: $2,338.29
- Action: View

[Statement Table]

<table>
<thead>
<tr>
<th>Credit/Debit</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Credit</td>
<td>Financial Aid Grant</td>
<td>$1,234.56</td>
</tr>
<tr>
<td>Debit</td>
<td>Tuition</td>
<td>$2,345.67</td>
</tr>
</tbody>
</table>

[Statement Notes]

- This statement is an estimate of how much you owe. For the most accurate information, please contact your financial aid office.

[Footer]

- Purdue University
- Bursar's Office
- Page 1 of 3

[Footer Link]

[http://www.example.edu/bursar](http://www.example.edu/bursar)
Here are some things to note on the eStatement:

- Under the section ‘1098-T Statement,’ click on the ‘View’ link of the year you want to view and print.
- Make sure you are using the most recent version of Internet Explorer and have your ‘pop-up blocker’ turned off.
This will open a PDF pop-up with a viewable and printable 1098-T.
- If the boxes are blank, check to see what browser you are using, if it is Chrome or Firefox, please open the step by step tutorials for those browsers.

EXAMPLE:

When you are finished conducting business in TouchNet, click on the Log Out link in the upper right hand corner of the screen.