



Student Guide to Viewing 1098-T Statements in MyMC

STEP 1: Log in to MyMC and click the “Pay Now” on the Register and Pay for Classes card. You will be redirected to your student account page. Select View Statements from the middle of the page or click on My Account and select “Statements”.

The image shows two screenshots from the Montgomery College MyMC website. The left screenshot is the 'Register and Pay for Classes' page, featuring a purple header with the MC logo and a list of options: 'Search the class schedule', 'Registration information', and 'Paying for classes'. Below this is a purple 'REGISTER NOW' button and a blue 'PAY NOW (payments are due at the time of registration)' button, which is circled in black. The right screenshot is the 'My Account' page, showing a navigation menu with 'My Account', 'Make Payment', 'Payment Plans', 'Refunds', and 'Help'. The 'My Account' section includes a dropdown menu with 'Account Activity', 'Statements', 'Payment History', and 'Consents and Agreements'. A green arrow points to 'Statements'. Below this is a 'Student Account' section with a balance of \$0.00 and buttons for 'View Activity', 'Enroll in Payment Plan', and 'Make Payment'. The 'Statements' section shows 'Your latest 1098-T Tax statement 2019 1098-T Statement' with a yellow 'View Statements' button. A right-hand sidebar contains 'My Profile Setup' options: 'Authorized Users', 'Personal Profile', 'Security Settings', 'Consents and Agreements', 'Electronic Refunds', and 'Term Balances'.

STEP 3: Under the “Statements” tab you should see the 1098-T Tax Statements tab. Click “View” for the tax year you wish to view.

NOTE: Forms will not be viewable/you will NOT be eligible to receive the IRS Form 1098-T if the following apply to you:

- Students enrolled in courses for which no academic credit is offered, even if the student is otherwise enrolled in a degree program; (tuition charges and fees for WDCE courses fall under this exception).
- Nonresident alien students, unless requested by student;
- Students whose qualified tuition and related expenses are exceeded by scholarships, grants, and/or other formal billing arrangement between an institution and the student's employer, government entity, such as the Department of Veterans Affairs or the Department of Defense.

Statements

Billing Statements | 1098-T Tax Statements

1098-T Tax Statement	
Tax Year	Action
2024	View
2022	View
2021	View

STEP 4: After clicking “View”, it will redirect you to the Heartland ECSI website. If you have provided Montgomery College with your Social Security Number, once you scroll down, both current and previous forms will display.

If you have not provided the college with a social security number, only the most current year will display. You will need to create an account with Heartland ECSI and contact them to obtain your EAN number to view prior forms.

[Heartland ECSI Webpage](#) – Toll Free +1 (866) 428-1098

The screenshot shows the ECSI website header with the logo and contact information. Below the header is a navigation bar with links for Home, Find Your Tax Document, Download Forms, Help Center, and Contact Us. The main content area is titled "Sign In or Register" and contains two columns. The left column is for "Sign In TO AN EXISTING PROFILE" and includes fields for Username and Password, with links for "Forgot Username?" and "Forgot Password?". The right column is for "Register AND CREATE A NEW PROFILE" and includes fields for Username, Password, and Confirm Password, along with a "Forgot Password?" link. Both columns have a checkbox for "I'm not a robot" and a CAPTCHA icon.