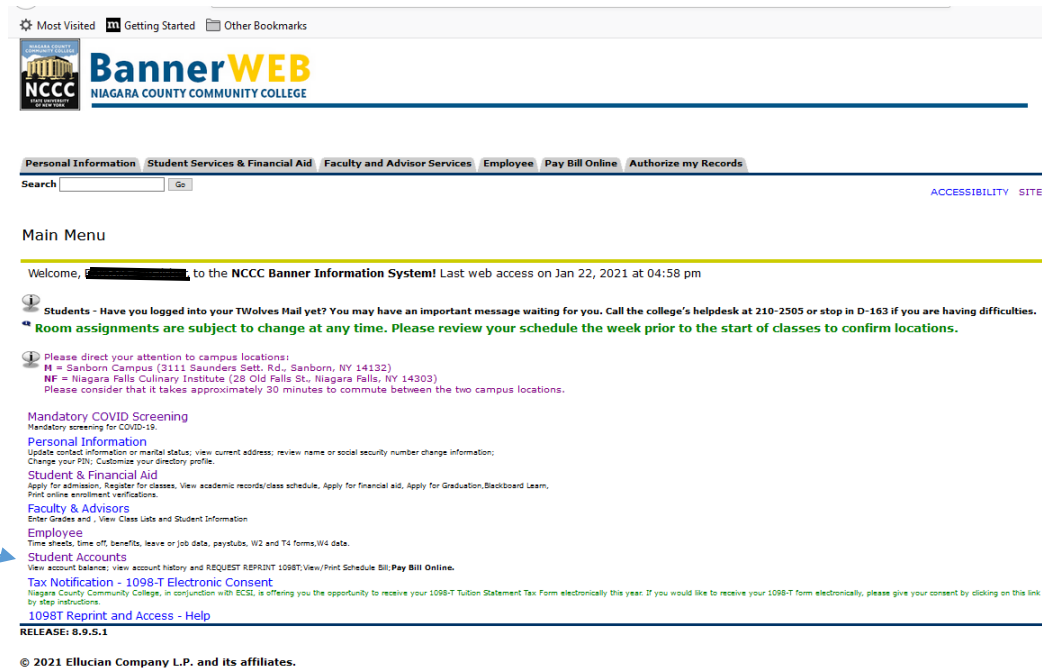


For easy access to your 1098T information, you can simply sign in to your Banner Web account and follow the link accessed by View/Reprint 1098T. This link is also always available via a button on the Tuition & Fees pages on our website, under forms.

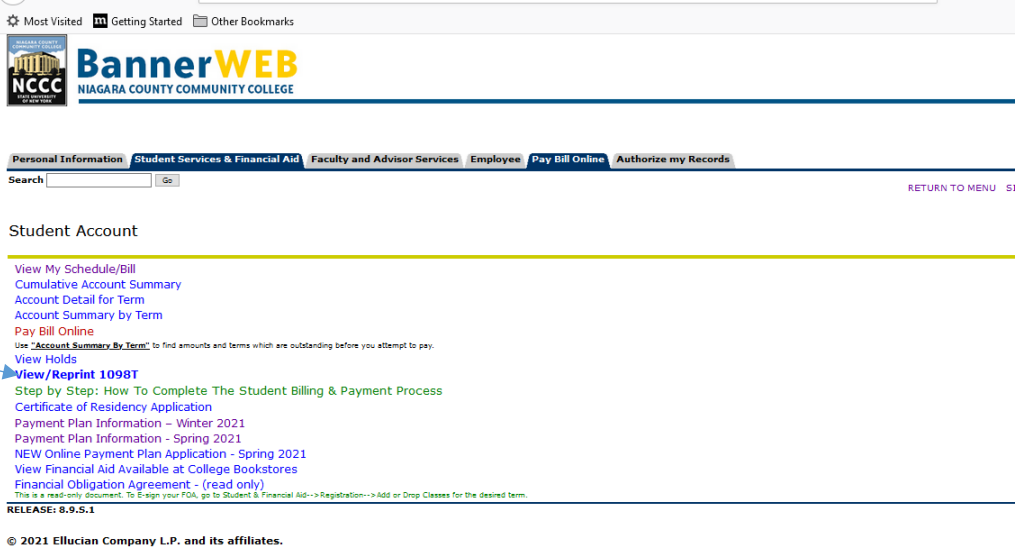
1. Login to Banner Web:



2. Go to the Student Accounts area:

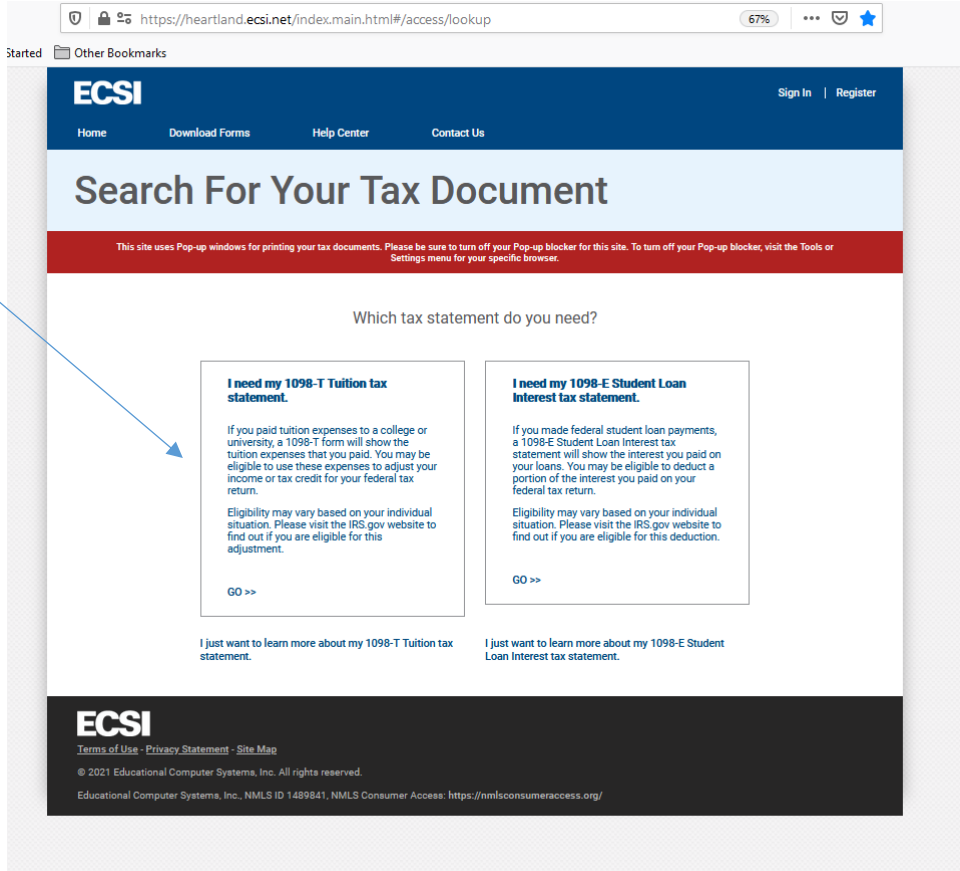


3. Select View/Print 1098-T



The screenshot shows the BannerWEB Student Account page for Niagara County Community College. The page has a navigation bar with links for Personal Information, Student Services & Financial Aid, Faculty and Advisor Services, Employee, Pay Bill Online, and Authorize my Records. A search bar is located below the navigation bar. The main content area is titled "Student Account" and lists several links: View My Schedule/Bill, Cumulative Account Summary, Account Detail for Term, Account Summary by Term, Pay Bill Online, View Holds, View/Reprint 1098T, Step by Step: How To Complete The Student Billing & Payment Process, Certificate of Residency Application, Payment Plan Information - Winter 2021, Payment Plan Information - Spring 2021, NEW Online Payment Plan Application - Spring 2021, View Financial Aid Available at College Bookstores, and Financial Obligation Agreement - (read only). A blue arrow points to the "View/Reprint 1098T" link. At the bottom of the page, there is a copyright notice: © 2021 Ellucian Company L.P. and its affiliates.

4. That link will take you to the screen below; choose the left box to access your 1098-T



The screenshot shows the ECSI "Search For Your Tax Document" page. The page has a navigation bar with links for Home, Download Forms, Help Center, and Contact Us. The main content area is titled "Search For Your Tax Document" and contains a message: "This site uses Pop-up windows for printing your tax documents. Please be sure to turn off your Pop-up blocker for this site. To turn off your Pop-up blocker, visit the Tools or Settings menu for your specific browser." Below this message is a section titled "Which tax statement do you need?" with two boxes. The left box is titled "I need my 1098-T Tuition tax statement." and contains text about tuition expenses and eligibility. A blue arrow points to the "GO >>" link in the left box. The right box is titled "I need my 1098-E Student Loan Interest tax statement." and contains text about federal student loan payments and eligibility. Below the boxes are two links: "I just want to learn more about my 1098-T Tuition tax statement." and "I just want to learn more about my 1098-E Student Loan Interest tax statement." At the bottom of the page, there is a footer with the ECSI logo, links for Terms of Use, Privacy Statement, and Site Map, and a copyright notice: © 2021 Educational Computer Systems, Inc. All rights reserved. Educational Computer Systems, Inc., NMLS ID 1489841, NMLS Consumer Access: https://nmlsconsumeraccess.org/

5. The next screen is shown below; start typing “Niagara” as shown. Select NCCC when the name appears and click submit. MAKE SURE YOUR POP-UP BLOCKER IS OFF!

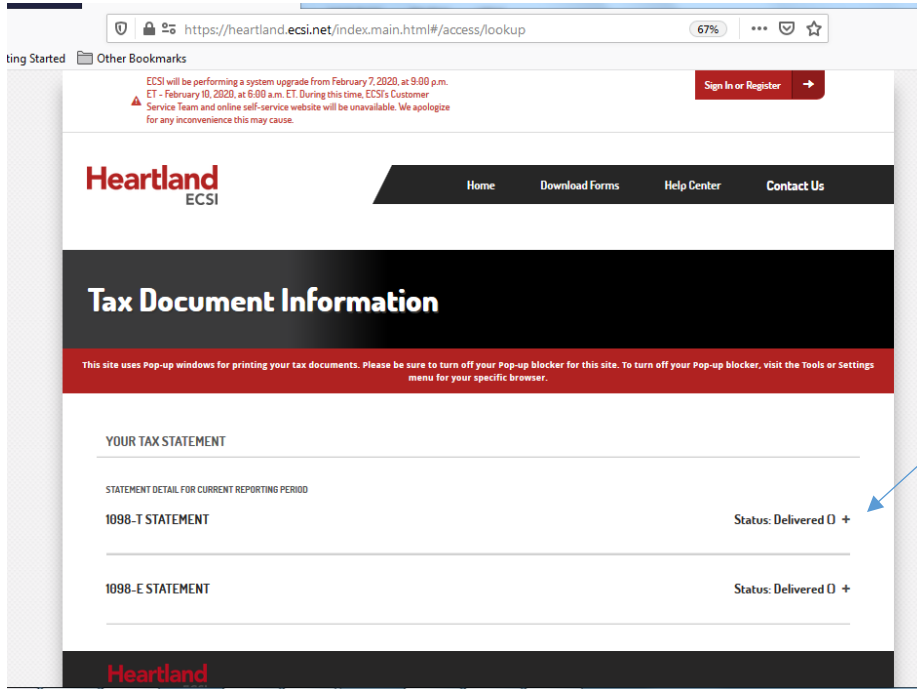
The screenshot shows the ECSI website interface. At the top, there is a blue navigation bar with the ECSI logo on the left and 'Sign In | Register' on the right. Below the navigation bar are links for 'Home', 'Download Forms', 'Help Center', and 'Contact Us'. The main heading is 'Search For Your Tax Document'. A red banner below the heading contains a warning: 'This site uses Pop-up windows for printing your tax documents. Please be sure to turn off your Pop-up blocker for this site. To turn off your Pop-up blocker, visit the Tools or Settings menu for your specific browser.' The main content area has a sub-heading: 'Let's check to make sure your school has posted their 1098-T Tuition tax documents.' Below this is a search form with the label 'School Name (start by typing in the first several letters of the school name)'. The input field contains 'niag' and a dropdown menu is open, showing 'Niagara County Community College' as the selected option. A blue 'Submit' button is located below the dropdown. At the bottom of the page, there is a footer with the ECSI logo, links for 'Terms of Use - Privacy Statement - Site Map', and copyright information: '© 2021 Educational Computer Systems, Inc. All rights reserved. Educational Computer Systems, Inc., NMLS ID 1489841, NMLS Consumer Access: https://nmlsconsumeraccess.org/'

6. Here is the next screen, which the student must fill in, complete the Captcha and Continue.

The screenshot shows a browser window with the URL 'https://heartland.ecsi.net/index.main.html#/access/lookup'. The page content includes a red banner with the same warning as the previous screen. The main heading is 'We've found your school. Let's fill in the rest of the form to find your tax document.' Below this is an important note: 'IMPORTANT: The information entered below must match the information your school has on file.' The form contains several input fields: 'School Name (start by typing the first several letters of your school name)' with 'Niagara County Community College' entered; 'First Name'; 'Last Name'; 'SSN'; and 'Zip Code'. Below these fields is a CAPTCHA section with the text 'I'm not a robot' and a CAPTCHA image. A 'Continue' button is located at the bottom of the form.

Please note that if you had more than one address while attending school, only those years/forms reported under the zip code you enter on the previous screen will appear.

7. Here is the next screen. To the right of 1098-T Statement, click on the '+' to view the details.



8. The details will appear, similar to what is shown below. On the right you can click on View/Print Statement. You will get a virtual copy of your 1098-T form, which can then be printed.

