

Steps for opting in for an electronic 1098-T tax form:

1. From your [MUHUB](#) homepage, select the Tax Information option.

Welcome to the MUHUB!

Choose a category to get started.

Notifications

Title	Details	Link
Stu Req Hold Credit Balance	You have requested that any credit balance be held.	

Student Finance Here you can view your latest statement and make a payment online.	Financial Aid Here you can access financial aid data, forms, etc.
Tax Information Here you can change your consent for e-delivery of tax information.	Banking Information Here you can view and update your banking information.
Employee Here you can view your tax form consents, earnings statements, banking information, timecards and leave balances.	Student Planning Here you can search for courses, plan your terms, and schedule & register your course sections.
Course Catalog Here you can view and search the course catalog.	Grades Here you can view your grades by term.
Graduation Overview Here you can view and submit a graduation application.	Student Finance Admin Here you can view the Student Finance information as a student would so you can help the student with any questions.
Financial Aid Counseling Here you can view the Financial Aid Hub information as a student would so you can help the student answer any questions.	

2. Click on “receive my 1098 only in electronic format” and select “Save”.

Tax Information

1098 Information

Select an option below to set your preferences for receiving your electronic 1098:

Receive my 1098 only in electronic format

By selecting this option, I agree to receive my official 1098-E and/or 1098-T only in electronic format by accessing the web and viewing/printing. I understand that by consenting to receive my 1098 tax forms in electronic format, I will not receive a paper 1098 statement. I understand that I have the ability at any time to return to this form and remove my consent.

Withhold my consent

I choose to withhold my consent and understand by doing so that I will receive my official 1098-E and/or 1098-T in paper format. I understand that I have the ability at any time to return to this form and consent to receiving my official 1098-E and/or 1098-T in electronic format only.

3. The 1098-T tax document will then immediately be available for download. Tax forms are made available at the end of each January for the prior tax year. All previous tax forms will remain available in MUHUB under “Tax Information”.
4. Thank you for consenting to retrieve your 1098-T Tax Form!