How to View/Print Form 1098-T

- On the Hofstra home page (www.hofstra.edu) ➔ click (MyHofstra) to log onto the My.Hofstra.edu Portal.

- Enter your Username and Password ➔ Students Log in here.

- In the navigation menu on the Home page of the Portal ➔ click “Hofstra Online”.

- Click on the “Student Accounts”.
- Click on “Select Tax Year”.

- Enter the “Tax Year” in the text box and click “Submit” button.

- Click on “Tax Notification”.

- The system will display the Form 1098-T for the tax year entered. Scroll down in the web browser to view detail information on the displayed tax year.

To print Form 1098-T, click “Print”.