

ACCESSING YOUR 1098-T FORM

Grand Canyon University uses a third party (ECSI) to mail all IRS 1098-T forms. A 1098-T form is sent to any student who had qualified tuition, other related educational expenses, scholarships, and/or grants applied to his/her account during the previous calendar year. The form is mailed to the student's address on file no later than January 31st.

As a reminder, Grand Canyon University cannot answer specific questions related to the 1098-T. We advise that students speak with a qualified tax professional or contact the IRS Taxpayer Assistance line at 1-800-829-1040.

Below are the steps a student can take if in order view your 1098-T form online. Please note the forms will be available online no later than January 31st.

ECSI Information

- Website - www.ecsi.net
- Phone Number – (866) 428-1098

Log In To Access Your Account

- Enter the following information:
 - GCU School Code
 - Z3
 - Account Number
 - SSN
 - Password
 - New users need to click “Need help logging in” in order to obtain password

Welcome,

Please log in below to access and manage your account 24/7, where you can make payments, view bills, and more.

LOG IN TO ACCESS YOUR ACCOUNT [Need help logging in?](#)

School code [?] Account number [?] Pin/Password [?]

Show Typing

LOG IN

Log in to enroll for electronic billing

Need Help Logging In

- Enter the following information:
 - First Name
 - Last Name
 - Last 4 of Account Number (SSN)
 - Date of Birth
 - Zip Code
- Click “Submit”
 - If error is received, please contact ECSI to obtain password

The screenshot shows the ECSI website header with the logo and the tagline "SERVICE NEVER RESTS". Below the header, there is a section titled "Use this form to retrieve your login information." followed by a "Please Note" paragraph. A red "Message:" label is present. The main form area is enclosed in a purple border and contains the following fields: "First Name:" with a text input box, "Last Name:" with a text input box, "Last 4 of Account Number:" with a text input box and the label "([SSN/SID/PID])", "Date of Birth:" with three separate text input boxes for month, day, and year, and the label "(mm/dd/yyyy)", and "Zip Code:" with a text input box. A "Submit" button is located below the form fields. At the bottom of the form area, there is a link: "If you are here by mistake, return to the [Login Page](#)."

Accessing Tax Information

- Click on “Tax Information” under My Account

The screenshot shows the ECSI website header with the logo and the tagline "SERVICE NEVER RESTS". Below the header, there is a section titled "You may maintain or view information about your account on this page." followed by the "My Account" section. The "My Account" section is highlighted with a purple box and contains the following links: "Tax Information", "Signup for Electronic Tax Documents", "Release of Information", "Password Change", and "Logoff". To the right of the "My Account" section, there is a "Documents" section with the following links: "Tax Incentives" and "Privacy Statement". Below the "My Account" section, there is a "Customer Service" section with the following links: "Live Customer Service" and "Comment to Webmaster". The ECSI logo and phone number "866-428-1098" are visible in the top right corner of the page.

Tax Information Page

- Select the current tax year
 - Prior year forms can also be viewed
- Click View

Below are the tax documents available for your account.

View	Year	Type
<input checked="" type="radio"/>	2014	1098-T
<input type="radio"/>	2013	1098-T
<input type="radio"/>	2011	1098-T
<input type="radio"/>	2009	1098-T
<input type="radio"/>	2008	1098-T
<input type="radio"/>	2007	1098-T