



Written Notice to Opt Out of Electronic Delivery of my 1098T

Student Account Number: _____

Address 1: _____

Address 2: _____

City, State, Zip: _____

Date of Birth: _____

Email: _____

Date: _____

I, _____, validate that the information above is accurate and true. As required, I am providing you written notice of my request to be issued a paper 1098T document for the _____ tax year. I understand that if my request is received by your office later than November 30th, my election will not be effective until the following tax year. The duration of this agreement is valid for every tax year of continuous enrollment after which the electronic consent is withdrawn. Confirmation of my consent withdrawal will be sent to my student Webster.edu email account.

Instructions: Please complete all lines above. This information will be used to validate your authority over the student account identified. The completed form must be forwarded to:

**Webster University
Bursar/Cashier Office
Webster Hall 101
470 Lockwood Ave.
Saint Louis, MO 63119
bursar@webster.edu**

For Office Use Only:

Date Received: _____

Date Notification Send to Student: _____

Tax Year Effective: _____