Important information related to 1098-T’s.

➢ 1098-Ts for tax year 2020 have been mailed out to the students address in the Banner system. They were mailed out by our service provider – Heartland ECSI.
➢ The Heartland ECSI 1098-T helpline number is 866-428-1098.
➢ 1098-T’s are based off of the tax year (January 1st through December 31st).
➢ 1098-T’s are not based off of the academic year (July 1st through June 30th).

1098-T’s can be electronically accessed through the Samford One Stop Payment Portal by following this link [www.samford.edu/go/ebill](http://www.samford.edu/go/ebill).

Once you are on the Samford One Stop Payment Portal, please go through the following steps to retrieve your 1098-T electronically.

Step 1 – Select Student and Staff Login.
**Step 2** – Enter your *Samford Student ID number* or *User ID* along with your *Password*, then select *Login*.

![Login Page](image1.png)

**Step 3** – Select *View Statements*.

![View Statements](image2.png)
Step 4 – Select View under Action.

Step 5 – Select the desired tax year and then View.
The desired 1098-T will then be displayed as shown below.