



Beacon College
Office of Accounting Services
105 East Main Street
Leesburg, Florida 34748
cmorris@beaconcollege.edu

Request for Student Taxpayer Identification Number

Do NOT submit this form to the IRS. Return to Beacon College Office of the Registrar.

Purpose: Beacon College must get your correct identifying number to file Form 1098-T, Tuition Statement, with the IRS and to furnish a statement to you. This will be your Social Security Number (SSN) or, if you are not eligible to obtain an SSN, your individual taxpayer identification number (ITIN). Form 1098-T contains information about qualified tuition and related expenses to help determine whether you, or the person who can claim you as a dependent, may take either the tuition and fees deduction or claim an education credit to reduce federal income tax. For more information, see IRS Pub. 970, Tax Benefits for Higher Education.

Under federal law, you are required to provide the requested information. Please complete Parts I and II **OR** Part III. Additional instructions are available on the reverse side of this document.

Part I:

Student's Full Name (<i>as shown on legal documents</i>)		Student ID Number	
Mailing Address	City	State	Zipcode
Taxpayer Identification Number (SSN or ITIN): _____ - _____ - _____			

Part II:

I certify that the number shown on this form is my correct taxpayer identification number.

Student Signature	Date
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OR

Part III:

- I am a foreign national/nonresident alien and do not have a Social Security Number or individual taxpayer identification number. I do not plan to file an income tax return in the U.S.
- I do not wish to provide my taxpayer identification number to Beacon College at this time. I understand that I may be subject to an IRS fine of \$50 for failure to do so. I further understand that the IRS will not be able to use the Form 1098-T filed by Beacon College to confirm my eligibility for certain education tax benefits without my taxpayer identification number.

Student Signature	Date
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Supplemental Instructions:

Part I: Enter your name and mailing address. The name should match that used by the Social Security Administration or Internal Revenue Service.

Part II: Sign your name in the space provided to confirm your information. The Registrar cannot change your records without your signature.

Part II: Please fill out this part ONLY if you are unwilling or unable to provide a taxpayer identification number. Check ONE box, whichever applies to you, and sign the statement. By law, Beacon College must ask you at least once per year for your taxpayer identification number in order to meet its obligation to file Form 1098-T.

Submitting this form: Please deliver or mail the completed form to the address provided. Do not email this form. Email is not a secure way to transmit personal information.

Penalties:

Failure to furnish correct SSN: If you fail to furnish your correct SSN or ITIN to Beacon College, the IRS may impose a penalty of \$50 unless your failure is due to reasonable cause and not willful neglect.

Misuse of SSNs: If Beacon College discloses or uses your SSN in violation of federal law, Beacon College may be subject to civil and criminal penalties.

Privacy Act Notice:

Section 6109 of the Internal Revenue Code requires you to give your correct SSN or ITIN to the person(s) who must file information returns with the IRS to report certain information. The IRS uses the numbers for identification purposes and to help verify the accuracy of your tax return. The IRS may also provide this information to the Department of Justice for civil and criminal litigation and to cities and states to carry out their tax laws.