

## South Dakota Board of Regents 1098T Access through Heartland ECSI.

This includes 1098T information for

- University of South Dakota
- South Dakota State University
- South Dakota School of Mines and Technology
- Northern State University
- Black Hills State University
- Dakota State University

Heartland ECSI provides students the ability to easily access and view their 1098-T forms online at <https://heartland.ecsi.net>. Students will need their first and last name, social security number, and zip code to access their form. The information needed to access a student's 1098-T form must match the information provided by the school.

### Step 1

Students looking to view their most recent 1098-T tax form can do so at <https://heartland.ecsi.net>.

### Step 2

Select the option on the Heartland ECSI home page **Access Your 1098 Tax Documents**.

<p><b>New to ECSI?</b></p> <p>Start here to learn how to register for a user profile, find your account key, connect an account to your user profile, and more.</p> <p>GO &gt;&gt;</p>	<p><b>Make a Guest Payment</b></p> <p>Want to make a payment on an account without signing in? Simply enter or look up the Account Key and set up a one-time payment in a few simple steps.</p> <p>GO &gt;&gt;</p>	<p><b>Learn About Your Student Loans</b></p> <p>Not sure what to expect with your student loans? Explore our help center to see important information that will help you navigate while you are in-school through repayment.</p> <p>GO &gt;&gt;</p>
<p><b>Manage Unpaid Tuition &amp; Fees</b></p> <p>Learn more about our one-time payment and payment plan options for your past due or unpaid tuition and fees. <i>Please note this is not for past due student loan payments.</i></p> <p>GO &gt;&gt;</p>	<p><b>Your Payment Options</b></p> <p>Understand the different payment options that are available when making a payment on your account and the benefits of those payment option.</p> <p>GO &gt;&gt;</p>	<p><b>Trouble Making Your Payments?</b></p> <p>If you are having trouble making your student loan payments or tuition and fee payments, ECSI can help point you in the right direction from loan entitlements to payment plans.</p> <p>GO &gt;&gt;</p>
<p><b>Manage Your Title IV Refund</b></p> <p>If you are getting a refund from your school for Title IV funds, click here to learn about your refund account options, select a refund disbursement method, and more.</p> <p>GO &gt;&gt;</p>	<p><b>Access Your 1098 Tax Documents</b></p> <p>Look up your 1098-T or 1098-E tax document, view or print your form, or review the frequently asked questions about 1098 tax documents.</p> <p>GO &gt;&gt;</p>	<p><b>Manage Your Tuition Payment Plan</b></p> <p>If you need an option for payment your tuition without taking out student loans, click here to learn about the payment plan options that your school offers and how they work.</p> <p>GO &gt;&gt;</p>

### Step 3

Select **Want to look up your 1098-T....**

## Tax Documents

[Return to Help Center](#)

WE'RE HERE TO HELP!

We issue over 5 million tax documents each year, so we fully understand the most efficient and effective way to get you the information you need for your annual IRS tax returns. In the spirit of our mission, we want to offer simple but thorough solutions to all of your questions. So, go ahead, ask away.



Want to look up your 1098-T or 1098-E tax form?  
Click here to start your search.

GO >>



Click here to Learn About Your 1098-T Tax Document.

GO >>



Click here to Learn About Your 1098-E Tax Document.

GO >>

### Commonly Asked Questions

#### Understanding Your 1098-T

Let us walk you through the 1098-T Tax Form box by box.

#### Understanding Your 1098-E

Learn what each section of the 1098-E Tax Form means and how to use the information.

#### Updating Your Information

Request updates to your personal information 100% online.

#### Sign Up For Electronic Forms

Want to know how to get your form delivered electronically? Learn how to do it in a few simple steps.

#### When Can I Expect My Form?

Want to know when you can expect your form to be issued? Review our tax document schedule.

#### Accessing Last Year's Form

You can access your prior year tax forms by using our tax document search or registering for a user profile.

### Step 4

Select **I need my 1098-T tax statement.**

## Search For Your Tax Document

This site uses Pop-up windows for printing your tax documents. Please be sure to turn off your Pop-up blocker for this site. To turn off your Pop-up blocker, visit the Tools or Settings menu for your specific browser.

Which tax statement do you need?

#### I need my 1098-T Tuition tax statement.

If you paid tuition expenses to a college or university, a 1098-T form will show the tuition expenses that you paid. You may be eligible to use these expenses to adjust your income or tax credit for your federal tax return.

Eligibility may vary based on your individual situation. Please visit the IRS.gov website to find out if you are eligible for this adjustment.

GO >>

#### I need my 1098-E Student Loan Interest tax statement.

If you made federal student loan payments, a 1098-E Student Loan Interest tax statement will show the interest you paid on your loans. You may be eligible to deduct a portion of the interest you paid on your federal tax return.

Eligibility may vary based on your individual situation. Please visit the IRS.gov website to find out if you are eligible for this deduction.

GO >>

I just want to learn more about my 1098-T Tuition tax statement.

I just want to learn more about my 1098-E Student Loan Interest tax statement.

## Step 5

Search for the name of the school in the field **School Name**, select **South Dakota Board of Regents** for USD, SDSU, BHSU, DSU, SDSMT or NSU. As you start to type it you will see it appear below the blue line. Click on South Dakota Board of Regents and then click the **Submit** button at the bottom.

At the end of this process your printable form will appear as a pop-up so you must **turn off your Pop-up blocker for this site** as noted in the red box below.

## Search For Your Tax Document

This site uses Pop-up windows for printing your tax documents. Please be sure to turn off your Pop-up blocker for this site. To turn off your Pop-up blocker, visit the Tools or Settings menu for your specific browser.

Let's check to make sure your school has posted their 1098-T Tuition tax documents.

The screenshot shows a web form titled "Search For Your Tax Document". Below the title is a red banner with white text: "This site uses Pop-up windows for printing your tax documents. Please be sure to turn off your Pop-up blocker for this site. To turn off your Pop-up blocker, visit the Tools or Settings menu for your specific browser." Below the banner, the text "Let's check to make sure your school has posted their 1098-T Tuition tax documents." is displayed. The form itself has a label "School Name" with a hint "(start by typing in the first several letters of the school name)". A text input field contains "South Dakot", and a dropdown menu is open, showing "South Dakota Board of Regents" as the selected option. A blue "Submit" button is located at the bottom of the form. Two yellow hand-drawn circles highlight the "School Name" label and the "Submit" button.

**School Name** (start by typing in the first several letters of the school name)

South Dakot

South Dakota Board of Regents

Submit

## Step 6

Students must pass authentication before viewing their 1098-T form. Enter **First Name**, **Last Name**, **SSN**, and **Zip code** in the required fields. The zip code is generally your refund address or permanent address on file.

**Note:** The information entered by the student must exactly match the information each school has on file for the student.

## Search For Your Tax Document

This site uses Pop-up windows for printing your tax documents. Please be sure to turn off your Pop-up blocker for this site. To turn off your Pop-up blocker, visit the Tools or Settings menu for your specific browser.

We have found your school. Fill in the rest of the form to find your 1098-T Tuition tax document.  
IMPORTANT: The information entered below must match the information your school has on file.


School Name  
South Dakota Board of Regents

First Name

Last Name

SSN

Zip Code

☐ I'm not a robot  [Privacy](#) [Terms](#)

Continue

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## Step 7

To complete authentication, check the box for **I am not a robot** and verify the information requested by the website. Once completed, click **Verify**.



## Step 8 Click Continue

We've found your school. Let's fill in the rest of the form to find your tax document.  
**IMPORTANT:** The information entered below must match the information your school has on file.

---

**School Name** (Start by typing the first several letters of your school name)


SOUTH DAKOTA BOARD OF REGENTS

**First Name**  
Training

**Last Name**  
McTrainer

**SSN**  
XXX-XX-1111

**Zip code**  
15086

☒ I'm not a robot 

**Continue**

## Step 9

Students view their current 1098-T. Clicking on the "**View Details**" to the right of the delivery status provides the student's tax form detail, as well as printing and administrative options.

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## Tax Document Information

This site uses Pop-up windows for printing your tax documents. Please be sure to turn off your Pop-up blocker for this site. To turn off your Pop-up blocker, visit the Tools or Settings menu for your specific browser.

**YOUR TAX STATEMENT**

STATEMENT DETAIL FOR CURRENT REPORTING PERIOD

1098-T STATEMENT

Status: Delivered

**View Details »**

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## Step 10

For a printable version click on the **View/Print Statement**. This will appear as a pop-up so you must have your pop-up blocker turned off for this site.

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# Tax Document Information

This site uses Pop-up windows for printing your tax documents. Please be sure to turn off your Pop-up blocker for this site. To turn off your Pop-up blocker, visit the Tools or Settings menu for your specific browser.

**YOUR TAX STATEMENT**

STATEMENT DETAIL FOR CURRENT REPORTING PERIOD

**1098-T STATEMENT**

Status: Delivered

[Hide Details »](#)

Reporting Institution:	South Dakota Board of Regents	Tax Year:	2020	<a href="#">View/Print Statement »</a> You must turn off your pop-up blocker to view and print the tax form.
Delivery Address:	[REDACTED]			<a href="#">Make a Change »</a> Select this option if you would like to update your SSN, Name or Address listed on your tax form.
Box 1 ("Payments"):	\$9,812.82	Box 2 ("Charges"):	\$0.00	
Box 3 ("Reporting Method Changed"):	No	Box 4 ("Prior Year Adjustments"):	\$0.00	
Box 5 ("Scholarships & Grants"):	\$3,567.60	Box 6 ("Prior Year Adjustments (scholarships/grants)"):	\$0.00	<a href="#">Create a Dispute »</a> Select this option if you disagree with information shown in the boxes of your tax form.
Box 7 ("Amounts for Upcoming Term"):	No	Box 8 ("Half-Time or Above"):	Yes	
Box 9 ("Graduate Student"):	No	Box 10 ("Ins. Contract Reimb./Refund"):	\$0.00	

Reporting Institution:	South Dakota Board of Regents	Tax Year:	2019	<a href="#">View/Print Statement »</a> You must turn off your pop-up blocker to view and print the tax form.
Delivery Address:	[REDACTED]			
Box 1 ("Payments"):	\$9,742.68	Box 2 ("Charges"):	\$0.00	
Box 3 ("Reporting Method Changed"):	No	Box 4 ("Prior Year Adjustments"):	\$0.00	
Box 5 ("Scholarships & Grants"):	\$3,300.00	Box 6 ("Prior Year Adjustments (scholarships/grants)"):	\$0.00	
Box 7 ("Amounts for Upcoming Term"):	No	Box 8 ("Half-Time or Above"):	Yes	
Box 9 ("Graduate Student"):	No	Box 10 ("Ins. Contract Reimb./Refund"):	\$0.00	