

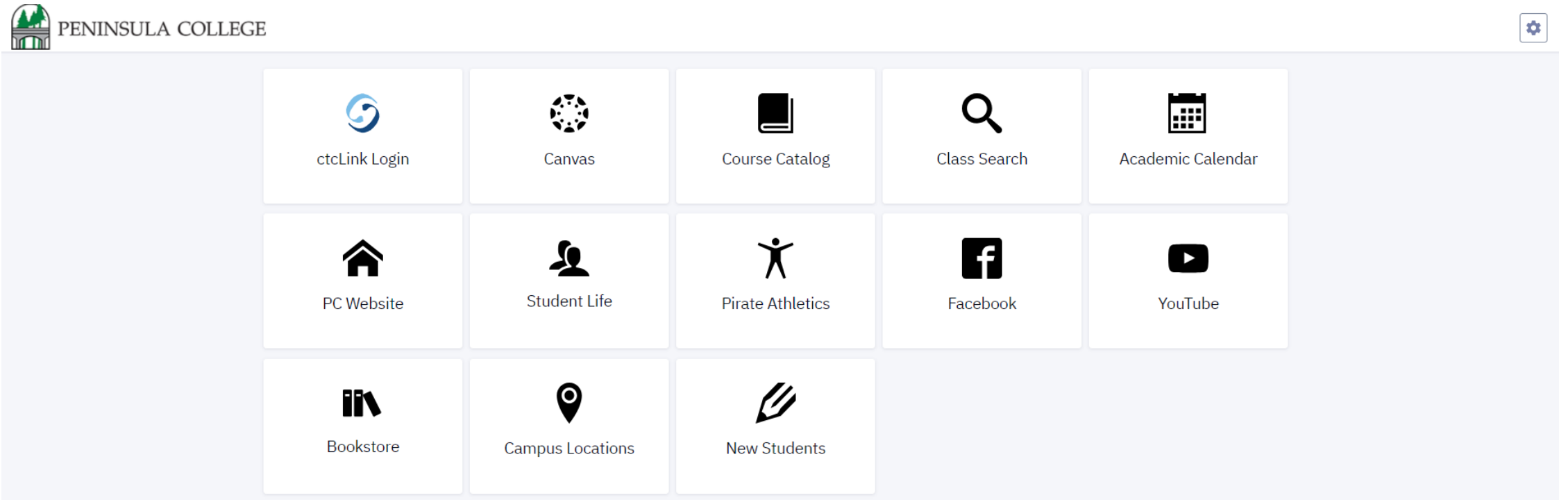
# How to View Your 1098-T in ctcLink

This guide will show you how to view your 1098-T in your ctcLink account.
















# Proceed to ctcLink:

1. Open web browser and go to the [ctcLink Mobile Site](#) OR open the ctcLink app on your mobile device.

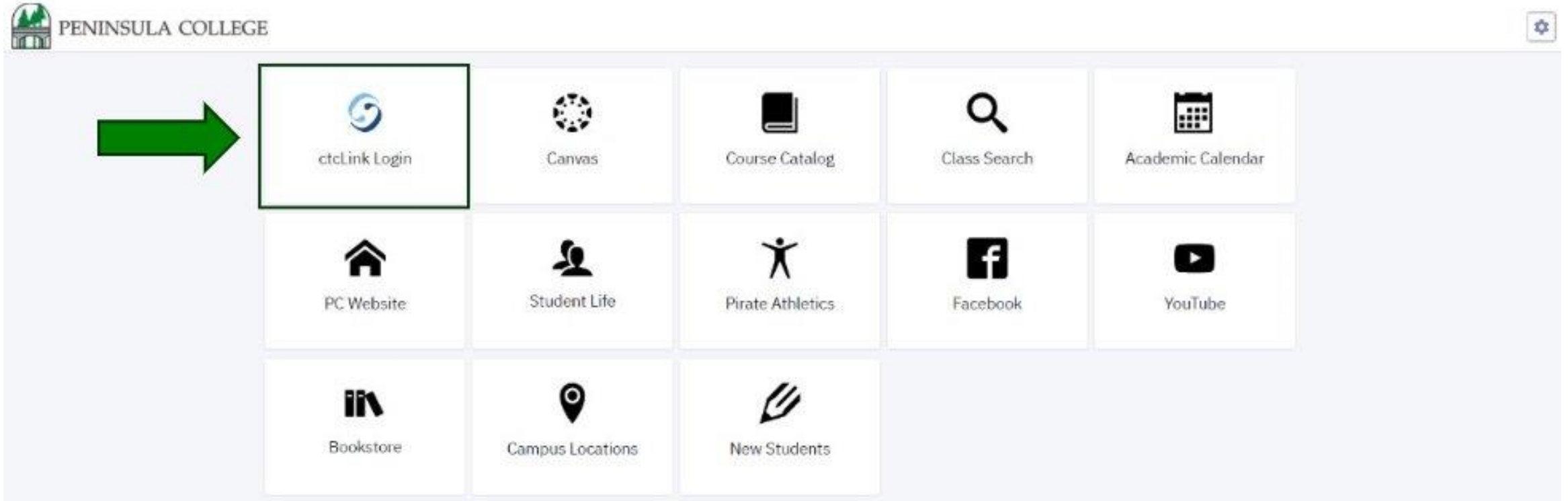


The screenshot shows the mobile site dashboard for Peninsula College. At the top left is the college logo and name, and at the top right is a settings gear icon. The main area contains a grid of 15 white tiles with icons and text labels for various services.

 ctcLink Login	 Canvas	 Course Catalog	 Class Search	 Academic Calendar
 PC Website	 Student Life	 Pirate Athletics	 Facebook	 YouTube
 Bookstore	 Campus Locations	 New Students		

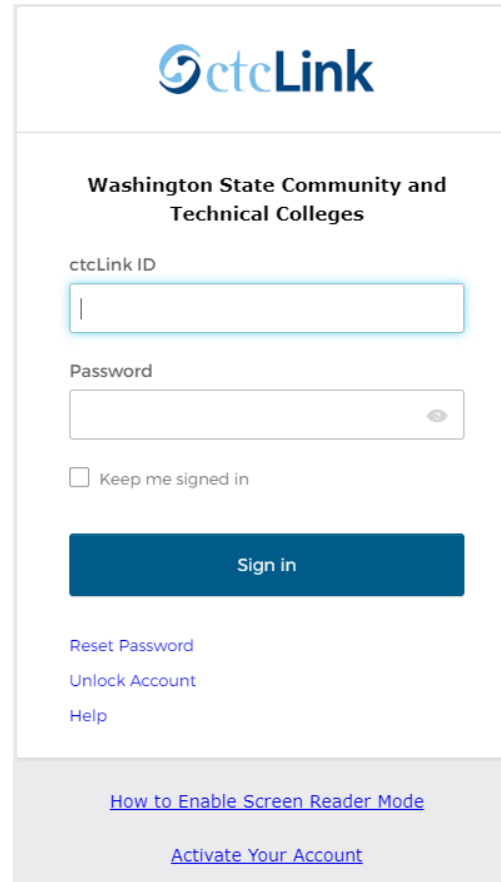
# Navigate to ctLink Login Portal:

2. Select/Tap on the ctLink Login Tile.



# Log in to ctcLink:

3. Log in to ctcLink.



The screenshot shows the ctcLink login interface. At the top is the ctcLink logo. Below it, the text "Washington State Community and Technical Colleges" is centered. The login form includes a "ctcLink ID" field, a "Password" field with a toggle for visibility, and a "Keep me signed in" checkbox. A blue "Sign in" button is positioned below the password field. At the bottom of the form are links for "Reset Password", "Unlock Account", and "Help". A grey footer bar contains links for "How to Enable Screen Reader Mode" and "Activate Your Account".

**ctcLink**

Washington State Community and  
Technical Colleges

ctcLink ID

ctcLink ID

Password

Keep me signed in

Sign in

[Reset Password](#)

[Unlock Account](#)

[Help](#)

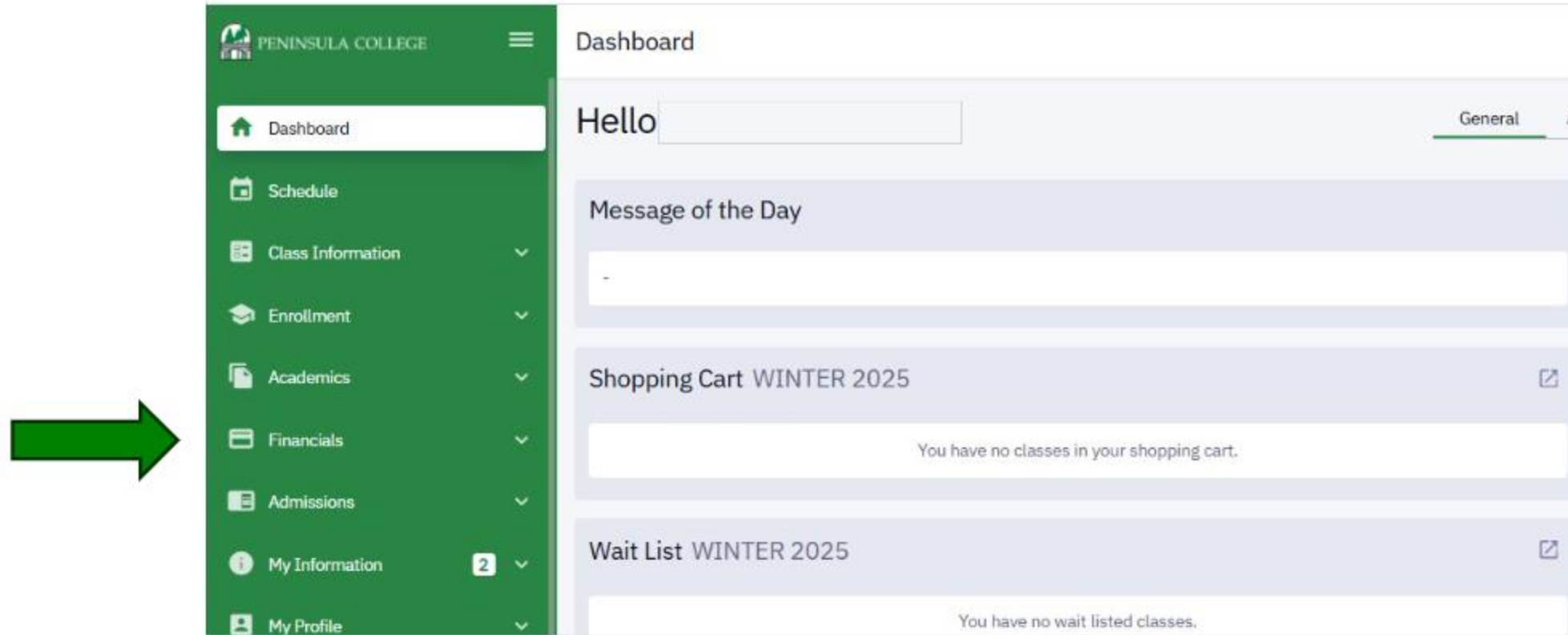
[How to Enable Screen Reader Mode](#)

[Activate Your Account](#)



# Expand Financials:

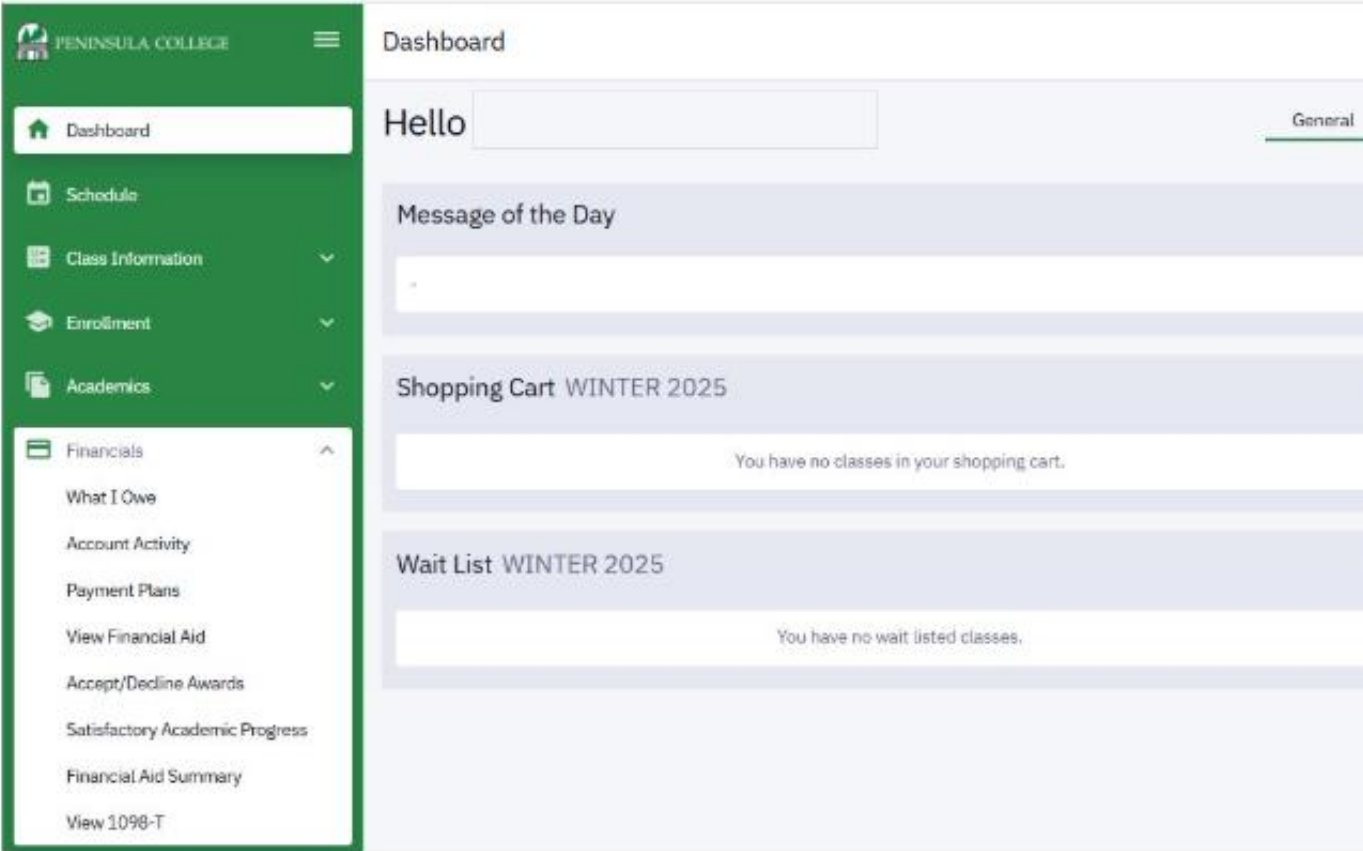
4. On the left, select **Financials** to expand the menu.



The screenshot shows the Peninsula College dashboard interface. On the left is a green sidebar menu with the following items: Dashboard, Schedule, Class Information, Enrollment, Academics, Financials, Admissions, My Information (with a notification badge '2'), and My Profile. A large green arrow points to the 'Financials' menu item. The main content area is titled 'Dashboard' and includes a 'Hello' greeting, a 'Message of the Day' section, a 'Shopping Cart WINTER 2025' section with the message 'You have no classes in your shopping cart.', and a 'Wait List WINTER 2025' section with the message 'You have no wait listed classes.'.

# Select View 1098-T:

5. Select **View 1098-T** from list of options.



The screenshot shows the Peninsula College dashboard interface. On the left is a green sidebar menu with the following items: Dashboard, Schedule, Class Information, Enrollment, Academics, and Financials. The Financials menu is expanded, showing a list of options: What I Owe, Account Activity, Payment Plans, View Financial Aid, Accept/Decline Awards, Satisfactory Academic Progress, Financial Aid Summary, and View 1098-T. A large green arrow points from the left towards the 'View 1098-T' option. The main content area on the right is titled 'Dashboard' and includes a 'Hello' greeting, a 'Message of the Day' section, a 'Shopping Cart WINTER 2025' section with the message 'You have no classes in your shopping cart.', and a 'Wait List WINTER 2025' section with the message 'You have no wait listed classes.'.



# Review 1098-T Information:

6. You will now see the 1098-T information. Click **View PDF**.

If needed, use the dropdown menu to get 1098-T forms for previous years.

**View 1098-T**

Year: 2024

**View PDF**

**INFORMATION**

Version: Original  
Federal Tax ID:   
Institution:

Printed Date: 01/17/2025  
Transmittal Date: -

**Box Amount**

> Payments Received	Total:	\$0.00
Amount Billed	Total:	\$0.00
Prior Year Adjustments	Total:	\$0.00
Scholarships or Grants	Total:	\$0.00
Prior Year Grant Adjustments	Total:	\$0.00



## Success:

12. Done! Your 1098-T will open in a new browser. You can download the PDF to your computer or print it.





If you have any questions or need further assistance contact the IT Help Desk at (360) 417-6565 or [helpdesk@pencol.edu](mailto:helpdesk@pencol.edu)

