

**YOU MAY BE ELIGIBLE TO CLAIM EDUCATIONAL TAX CREDITS FOR TAX  
YEAR 2021!**

We are sending this notice to all students via the student GSU email account. We ask that students complete the attached W-9 form and return it to the Student Accounts Office by December 15, 2021 (if you have not already done so in the past). **Please send/email the completed form to studentaccounts@gram.edu and/or mail to GSU, P.O. Box 25, Grambling, LA 71245.**

Students may be eligible for tax credits to help meet the cost of college education. As required by the IRS, Grambling State University will prepare a 1098-T tax form to help students claim the tax credits. The form will be available to currently enrolled students online via Banner Web by January 31, 2022. The social security number (SSN) or tax identification number (TIN) is required by the IRS for verification of the SSN/TIN as well as to ensure accuracy of the SSN/TIN. **We must RECEIVE the completed W-9s by December 15, 2021.**

Information about educational tax credits is available through the Internal Revenue Service (IRS Publication 970). According to the IRS, failure to furnish a correct SSN or TIN, person(s) may be subject to a \$50 penalty by the IRS unless the failure is due to reasonable cause and not willful neglect (Title 26 IRS section 6723).

Please click the link below to complete the W9. Please print the completed W9 form and return the form to the Student Accounts Office.

<https://www.irs.gov/pub/irs-pdf/fw9.pdf>

Thank you for helping to ensure the information reported by GSU is accurate. If you have any questions, please contact the Student Accounts Office at 318-274-2206.

**\*\*\*DO NOT RESPOND TO THIS MESSAGE WITH YOUR SSN or TIN\*\*\***