**Main Campus – Verify Your Mailing address & SSN (Note 1)**

Dear <<fullname>>:

In January 2018, the University of Houston-Main Campus will be mailing you an IRS Form 1098-T, unless you have elected to receive your Form 1098-T electronically. Please verify your current mailing address by logging into AccessUH and selecting the myUH Self Service icon and making any necessary updates. Also, confirm that your Social Security Number/Taxpayer Identification Number is correct. Please note, if you have already submitted your consent to electronically receive your IRS Form 1098-T, the University still needs your current mailing address and SSN/TIN to provide your Form 1098-T information to the Internal Revenue Service.

If you do not ensure your mailing address and SSN/TIN are correct by January 10, you may not receive your IRS Form 1098-T.

Please do not reply to this message. If you have questions regarding your IRS Form 1098-T, please contact the UH Bursar's office at (713) 743-1010 opt 6.

You may verify the validity of this message by visiting the UH Tax Website (www.uh.edu/finance then, click on Tax Information, then IRS Form 1098-T E-mails).

Bursar Office

Andy Startz

University of Houston

(713) 743-1010 opt 6

(Note 1 – For Downtown, Clear Lake, and Victoria campuses, the e-mails will be similar, but will be worded differently to pertain specifically to their respective campuses (e.g. logging in).)