

Student Business Services Marin Hall – First Floor Phone: (805) 437-8810 Email: sbs@csuci.edu

Electronic Consent for Form 1098-T

- 1. Login to myCl portal.
 - Dolphin Name and Password are case sensitive.
 - If you forgot your password, click on 'Forgot Password'.
- Dolphin Name

 Dolphin Password

 Sign In

 Forgot Password? | Forgot Dolphin Name? | Help
- Locate and click on the 'CI Records' tile. You will be routed to your Student Dashboard.



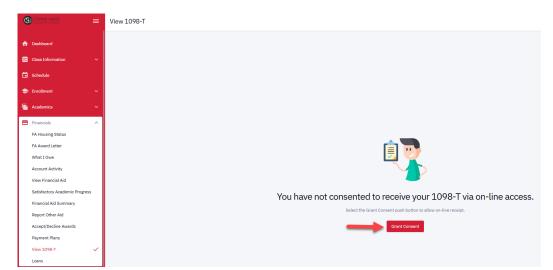
 From the left-hand menu, go to the 'Financials' section and click on 'View 1098-T'.



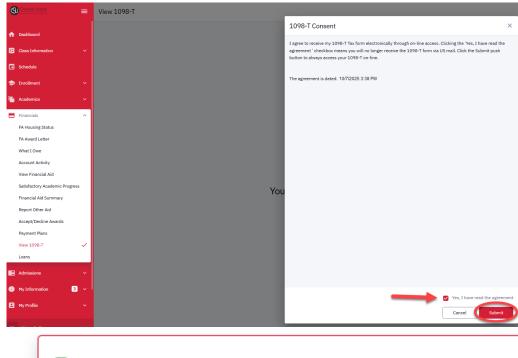


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Click on the 'Grant
 Consent' button to
 proceed to the 1098-T
 Consent Agreement page.



5. Read the 1098-T Consent Agreement, click the check box that you have read the agreement and then click on the 'Submit' button.



6. A 1098-T consent confirmation will display.





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- 7. Click on the 'View 1098-T' selection from the left-hand menu. The available forms will be listed from the dropdown menu.
 - Please Note: If you use a pop-up blocker, you will have to disable it to display your 1098-T.
 - You may also view the form as a PDF by selecting 'View PDF' on the upper right-hand corner.

