

REQUEST FOR STUDENTS SOCIAL SECURITY NUMBER

January 29, 2015

Dear Student,

The Taxpayer Relief Act of 1997 (the "Act") provides many tax benefits for persons who pay higher education costs for themselves and members of their families. These tax benefits include the American Opportunity tax credit for your first four years, and the Lifetime Learning tax credit (for upperclassmen, graduate and continuing education students) or a tuition and fees deduction.

Under the provisions of the Act, the college is required to report to you and the Internal Revenue Service (the "IRS") certain information concerning your status as a student on a tax statement called Form 1098-T, Tuition Payments Statement. In order to properly file this form, the College needs your correct Social Security Number or Tax Identification Number (TIN). Federal law requires that you provide your correct social security number so that the college can include it in the information return, which will be filed with the IRS. Attached to this email is a W-9S form in which you can provide your correct social security number. This form should be returned to The Welcome Center in the Admissions Office. Pursuant to privacy laws and regulations, the social security number that you provide will be used for IRS tax reporting purposes only and will not be used as an identifier in the Victoria College student records system.

If you are considered a nonresident alien, you are not eligible for the American Opportunity Lifetime Learning tax credits or tuition and fees deduction unless you are married to a U.S. citizen or resident, or unless you have become a resident alien for U.S. tax purposes during the year. If you feel you are eligible, please provide your social security number or your Individual Taxpayer Identification Number (ITIN) to the college on form W-9S (attached).

We also encourage you to consult the IRS publication 970 Tax Benefits for Higher Education or visit <http://www.victoriacollege.edu/educationtaxcredits> for more information.

Please return the completed form to: Victoria College
Attn: Admissions and Records
2200 E. Red River Street
Victoria, TX 77901

Sincerely,
Victoria College

Main Campus

2200 East Red River
Victoria, TX 77901
(361) 573-3291
(877) 843-4369

Adult Education Center

802 East Crestwood
Victoria, TX 77901
(361) 573-7323

Calhoun County Center

900 North Virginia
Port Lavaca, TX 77979
(361) 553-4316

Gonzales Center

424 East Sarah DeWitt
Gonzales, TX 78629
(830) 672-6251

Vocational Nursing Program – Cuero

2550 North Esplanade
Cuero, TX 77954
(361) 277-6760

Zelda L. Allen School of Nursing

1410 North Texana
Hallettsville, TX 77964
(361) 798-2289