



Education Credits Worksheet

Taxpayer's name: _____

Name of Student: _____

Please complete one worksheet for each student.

There are two education credits: 1) the American Opportunity Credit and 2) the Lifetime Learning Credit. Your eligibility depends on many things, which are addressed by each question below. Our Counselors will rely upon your answers to determine your eligibility for either education credit. It is important that you accurately respond to all of the following items that apply to your situation.

If you have any questions, please ask one of our Counselors.

STUDENT INFORMATION	
Dependent student's filing status: Single (S); Married Filing Joint (MFJ); Married Filing Separate (MFS); Qualifying Widow(er) (QW); or Head of Household (HH) _____	
Was student's earned income less than one-half of their support? (Yes / No) _____	
Was at least one parent alive at the end of the tax year? (Yes / No) _____	
Is student enrolled in a degree or other credential program? (Yes / No) _____	
Is student enrolled full-time (FT), half-time (HT), or less than half-time (Less) _____	
Had student completed the first four years of postsecondary education at the beginning of the tax year? (Yes / No) _____	
Has the American Opportunity Credit been used for this student for four tax years? (Yes / No) _____	
Was the student ever convicted of a drug felony? (Yes / No) _____	

FUNDING SOURCES (list amount received from each source, use separate sheet as needed)	
Unrestricted grants or scholarships (e.g., eligible for living expenses)	\$ _____
Restricted scholarships or fellowships	\$ _____
Was a W-2 issued for any of this income? (Yes / No)	_____
Amount required to be spent on tuition, fees, books or equipment	\$ _____
Distributions from Coverdell Education Savings Account (ESA)	\$ _____
Distributions from Qualified Tuition Plans (529 Plans)	\$ _____
Early distributions from IRAs	\$ _____
U.S. Savings bonds used for tuition and required enrollment fees	\$ _____
Excludable emergency financial aid grants and required enrollment fees (do not reduce expenses)	\$ _____
Student loans or savings	\$ _____



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Each of the education credits covers some education expenses, none of them covers all expenses. Tuition and other expenses that are necessary for enrollment are generally covered. Non-essential fees, such as transportation costs, room and board, sports fees, and student health fees may not be covered.

Institutions issue a Form 1098-T to their students. Please provide all Forms 1098-T with your other tax documents. If you do not have Form 1098-T or have lost it, check the student's on-line school account or contact the educational institution to obtain them before submitting to Tax-Aide.

The student's financial account statement, available to download or from the educational institution's Finance Office, contains information that is important in determining qualifying expenses. Please include a copy of each student's financial account statement with your other tax documents.

EXPENSES (Not all expenses qualify for both Education Credits)	
Tuition	\$ _____
Student activity fees, if required for enrollment	\$ _____
Required books that must be purchased from the institution	\$ _____
Required books purchased from a bookstore or otherwise	\$ _____
Required supplies and equipment fees which must be purchased from the institution	\$ _____
Other required supplies and equipment	\$ _____
Living expenses, even if living at home	\$ _____
Required insurance or student health fees	\$ _____
Expenses for special needs services	\$ _____
Other (specify):	\$ _____