

Substitute W-9S

Nashville State Community College must get your correct identifying number in order to file your 1098-T, tuition statement, with the IRS and to furnish a statement to you.

A Substitute W-9S form should be completed each year that you attend and/or each year that you register for an upcoming term. (If you register for a Spring term prior to January of that year, you should complete the Substitute W-9S form for the previous year.)

Complete instructions are included on the second page of the form linked below.

Instructions:

1. Log into your [MyNSCC](#) account and verify that your LO (local) and PR (permanent) addresses are correct. Update addresses, if needed.
2. [Complete the Substitute W-9S form through your MyNSCC.](#) (If you wish to print the form instead of completing it electronically, you may print, complete, and mail the form by clicking the following link: [printer friendly Substitute W-9S.](#))