

Harvard University Tax Reporting for Calendar Year 2023

Contacts for inquiries on tax-reporting document issued by President and Fellow of Harvard College

**Most customer service teams primarily work remotely, where onsite assistance may not always be available.
Departments are accessible via email and/ or phone as indicated**

*Tax Document with their Return/ Issuing Address	Date form required to be mailed	Issuing Department	Department contact information	Websites with tax document information and/ or access to form
W-2 1033 Mass Ave, 2 nd Fl	1/31/24	Central Payroll	617-495-8500 (option 4) ufs_crt@harvard.edu	http://oc.finance.harvard.edu/how-to/central-payroll/order-copy-your-w-2
**1099-MISC and 1099-NEC 1033 Mass Ave, 2 nd Fl	1/31/24	Accounts Payable /Supplier Onboarding	617-495-8500 (option 3) ap_supplieronboarding@harvard.edu	http://oc.finance.harvard.edu/tax-services-contacts
1042-S 1033 Mass Ave, 2 nd Fl	3/15/24	International Payee Tax Compliance	617-495-8500 (option 5) https://nratax.oc.finance.harvard.edu/schedule_an_appointment or nratax_ufs@harvard.edu	https://nratax.oc.finance.harvard.edu/1042s and http://www.hio.harvard.edu/faq-tax-filing
1042-S (College Students) 1033 Mass Ave, 2 nd Fl	3/15/24	Student Accounts Office (SAO)	617-495-2739 student_billing@harvard.edu	https://sfs.harvard.edu/tax-reporting-documents
1098-E 1350 Mass Ave, 8 th Fl	1/31/24	Student Loan Office (SLO)	617-495-3782 student_loans@harvard.edu	https://heartland.ecsi.net/
1098-T 1350 Mass Ave, 8 th Fl	1/31/24	Student Accounts Office (SAO)	617-495-2739 student_billing@harvard.edu	https://sfs.harvard.edu/tax-reporting-documents 1098T Access: https://my.harvard.edu/
1098-T (DCE Only) 51 Brattle Street	1/31/24	DCE (Extension and Summer School <i>only</i>)	617-495-4293 studentfinance@extension.harvard.edu	*** https://extension.harvard.edu/login/
**1095-C 114 Mt. Auburn St, 4th Fl	3/2/24	Benefits	617-496-4001 benefits@harvard.edu	https://hr.harvard.edu/benefits-department

*Return addresses indicated are reflected on tax-reporting documents issued by President and Fellows of Harvard College. **Please refer to “Department contact information” provided for customer service support.**

The **1099-HC is **not** a tax document provided by Harvard University. It is administered and issued directly by your health insurance carrier as proof of health coverage to complete Massachusetts State tax returns.

*****New**- The service provider for DCE’s 1098-T Forms is now ECSI. DCE or ECSI customer service (866-428-1098) will respond to DCE student inquiries about the 1098-T Forms. DCE students may now visit [MyDCE](#) – the student portal for Extension and Summer – and select the Financial Services button to connect to the Student Finance Portal where forms are available for viewing.