## **Information on Tax Receipts for Tuition Fees**

Tuition fees for eligible courses exceeding \$100 within a calendar year are income tax deductible. Tax receipts are available only on the web. To access your receipt, you will need to log in with your student number and password. If you do not know your student number and/or password, please contact Continuing Studies at 604.323.5322.

How to get a tax receipt:

- Log in using your Langara Student ID Number
- Use Internet Explorer/Safari only, we are experiencing technical problems with Google Chrome & Firefox
- Enter your PIN. Default PIN (first initial of your first name and the first initial of your surname, both in capital letters, followed by a dash and your date of birth) in year/month/day format (FL-YYYMMDD)
- Click on Students
- Click on Canadian Tax Forms
- Click on T2202A Tax Credit Form
- Select Correct Year (to print, choose Printable T2202A Form)
- Click on Submit

Please note: According to the Canada Revenue Agency, to be eligible for credit, you must attend class.

- Part time: 3 consecutive weeks AND 12 or more hours in the month
- Full time: 3 consecutive weeks for 10 or more hours in each week
- LEAP/STEP courses are considered "upgrading" courses and therefore are ineligible for a tax receipt

Please note that there will be no T2202A's issued for income tax deductions for students under the age of 19.