

T2202 FAQs

Updated February 14, 2025

T2202 receipts are available for students who have taken courses at Grant MacEwan University from 1998 onwards.

- The T2202 for the 2024 taxation year will be available online via myPortal.MacEwan.ca by **the final day of February**. MacEwan University will NOT be mailing out T2202 forms for the 2024 tax year.
- To access your T2202 receipt:
 1. Log in to myPortal.MacEwan.ca
 2. Under Quick Links, choose **myStudentSystem**, then click the **Fees** tile, and finally choose **View My Tax Forms**.
- If you are unable to access myPortal.MacEwan.ca or unable to view your T2202 or have any other technical issues, contact the Technology Support desk either through live chat at <https://www.MacEwan.ca/techsupportchat> or by email: techsupport@macewan.ca.

Effective 2017, the federal government made several changes to the tuition and education tax credit. For information, please visit:

<https://www.canada.ca/en/revenue-agency/services/forms-publications/publications/p105/p105-students-income-tax.html#tuition>

1. What is a T2202?

A T2202 is the official Tuition and Enrolment Certificate issued by a qualifying educational institution for credits that may be claimed on an income tax return.

2. When are they issued?

They are usually issued in February following the tax year; for example, T2202s issued in February 2025 are for the tax year 2024.

3. When I access my T2202 receipt on myStudentSystem, why does it appear blank?

Due to PDF security, sometimes the form may appear blank. Please ensure that you access the form on a PC with up-to-date Adobe software.

4. When I try to access my T2202 receipt on myStudentSystem, nothing comes up. Why is that?

The form will be shown in a pop-up window. If the window is not opening, please change your browser settings to allow pop-ups.

5. Is T2202 issued by school year?

No. It is issued according to the calendar year (January to December).

6. If I am taking full-time courses, why does my T2202 say I was part-time?

The part-time item on the T2202 is for the hours in the months in attendance, not necessarily based on your student status. The start date of the course may be in different months, thus affecting the hours in the month.

7. If I pay my tuition in 2024 for my Winter 2025 term, will it be included on my 2024 T2202?

If you paid your Winter 2025 fees in the 2024 calendar year, the tax receipt will be issued in February 2026 as part of the 2025 T2202 because the courses must be completed for a tax receipt to be issued.

8. The school has the wrong address for me. How can I correct that for my T2202?

The tax receipts are generated with the address information that we have in the system at the time the receipts are generated. (For 1998-2010 T2202s, the address that will show is your address as of May 2017).

If you would like to change your address, you need to update it in myStudentSystem (accessed through myPortal.MacEwan.ca) or in person at the Office of the University Registrar.

9. I have lost my original tax receipt - how do I get a duplicate copy?

You can access a duplicate receipt the same way you would have accessed the original receipt. If you need assistance with account access, please contact the Technology Support Desk:

Email: techsupport@macewan.ca or Live chat: <https://www.MacEwan.ca/techsupportchat>

10. I paid more in tuition than my tax receipt shows. Why is that?

The tuition and fee amount that you paid includes some mandatory fees that are not tax-eligible. Examples include Students' Association fees, health and dental fees, material fees, etc. Only the fees deemed eligible by the Canada Revenue Agency are included on the T2202.

11. Parent question: If I paid for my son/daughter's tuition, will I receive a T2202?

The tax receipt will be issued in the name of the person who registered at the University and attended the courses. There is an authorization form on page 2 of the official T2202 form that your child may use to transfer the credits to you if they choose.

12. Can a parent, sibling, or anyone else obtain information that is on my record at MacEwan?

No, no one can obtain confidential information without written consent. MacEwan University gathers and maintains information used for purposes of admission, registration and other fundamental activities related to being a member of the MacEwan University community and attending a public post-secondary institution in the province of Alberta. The policy regarding the release of information about students is intended to protect the individual student's right to privacy and the confidentiality of their record, per the Alberta Freedom of Information and Protection of Privacy (FOIP) Act.

Without express informed consent, except as allowed by the Act, no personal information held by MacEwan University will be communicated to any third party.

If the student wishes to have MacEwan University release the student's T2202 to any third party, a completed Consent Form must be provided to MacEwan University Financial Services.

Completed Consent forms should be provided to:

MacEwan University Finance

Attn: Accounts Receivable

P.O. Box 1796

Edmonton, Alberta

T5J 2P2

Releases will be by email as indicated on the Informed Consent release form: contact Finance Accounts Receivable at acctrec@macewan.ca.

13. What if I suspect that there is an error on my T2202 or if I have questions relating to my tuition amount or education months? Who do I contact?

Please contact the Technology Support Desk:

Email: techsupport@macewan.ca

Live chat: <https://www.MacEwan.ca/techsupportchat>

14. What if I have questions about filing my income tax return or understanding what I can deduct for tax purposes?

For more information on filing your income tax return, please contact the Canada Revenue Agency by visiting www.canada.ca

You may refer to:

T1 Income Tax and Benefit Guide

Guide P105, Students and Income Tax

15. Why does my T2202 form say 'Duplicate' or 'Amended'? Can I still use this form for my tax return?

When a T2202 form is viewed the second time, a 'Duplicate' notation will appear. A form that denotes 'Amended' is when a manual change to the original form has been required. Both are still considered valid tax receipts that can be used to support your tax claim.