

Accessing
Your
T2202



St. Lawrence
College

This manual contains pertinent information about accessing your T2202 through the new SLC.me Portal.

November 2021

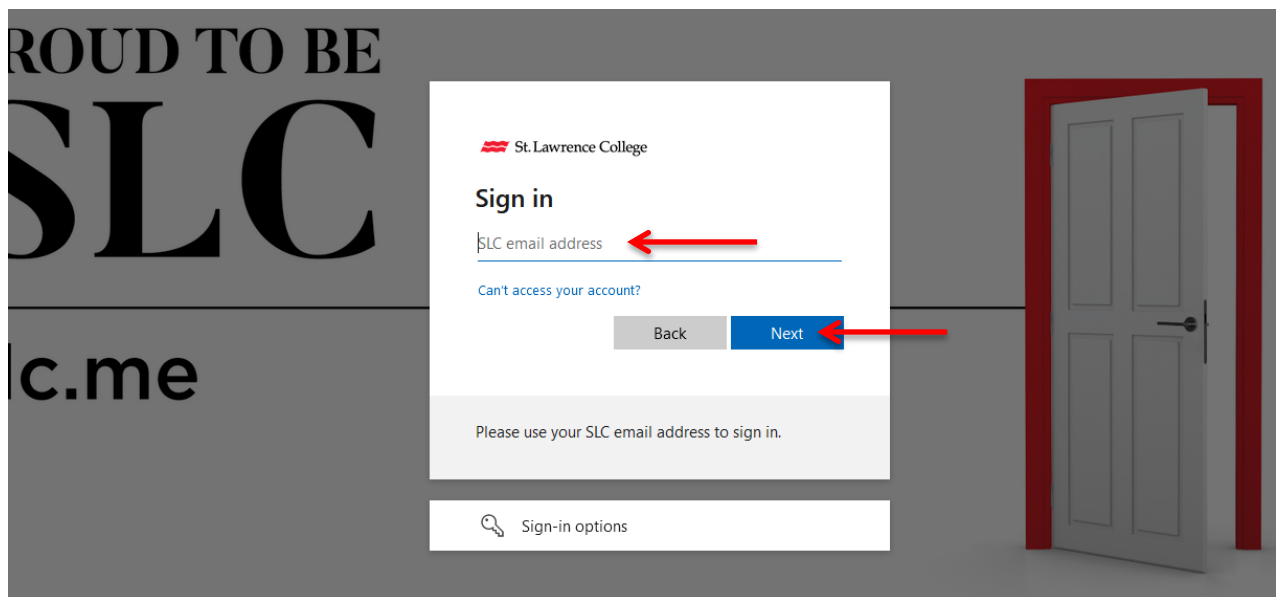
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About

As Students prepare to file tax returns each year, they will be asked for information about their tuition and book expenses. To facilitate this information demand, St. Lawrence College prepares and releases electronic **T2202 tax forms** each year for students to access through their Slc.me Student portal. T2202 tax forms are typically released to students near the end of February for the previous year.

How to Access

1. To access your T2202, you will need to log in to SLC.me
2. Go to <http://SLC.me>
3. You will be able to login with your SLC email address and click on 'Next'. Remember that your SLC email address ends with *@student.sl.on.ca*



4. You will then be prompted to enter your password and click the 'Sign-in' button.

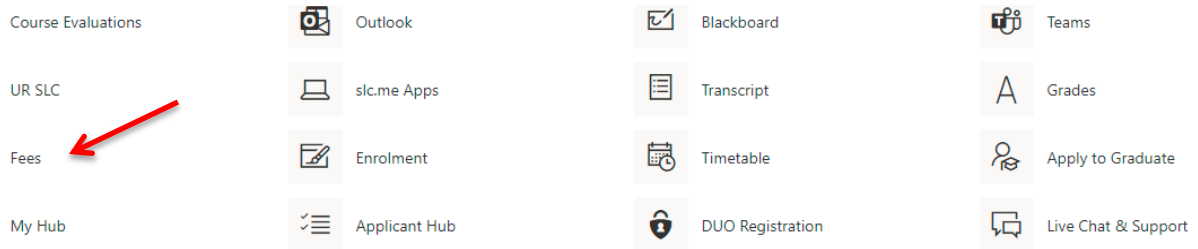
Enter password

Password

[Forgot my password](#)

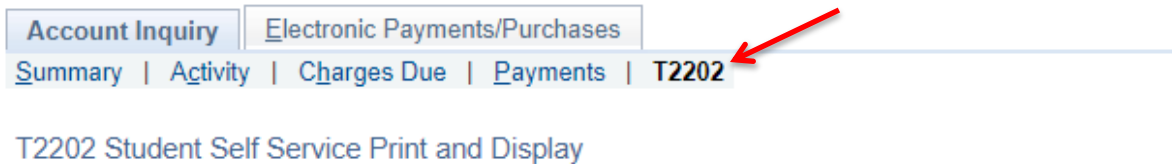
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5. Once logged in, the slc.me Student Portal Homepage will display like below:
Click on the '**Fees**' icon



6. By clicking the **Fees** icon, you will be brought to your **Account Inquiry**.

This page will show any outstanding balances on the account, and has tabs for Summary, Activity, Charges Due, Payments, and T2202.




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7. The **T2202** tab will display important information from the Canada Revenue Agency (CRA) on the Social Insurance Number (SIN) requirements. To find more information, click on the **CRA Info Bulletin** button.

If you wish to update your SIN, you can click on the **Update Your SIN** button.

You will also find an **Unblock Pop Up** button which will provide you with instructions on how to unblock pop up from your browser.

T2202 Student Self Service Print and Display

 The T2202's are not currently available for tax year (2021). Kindly check back in (88) day(s).

 As of 2019, the Canada Revenue Agency (CRA) has made it mandatory for all post-secondary institutions to include your Social Insurance Number (SIN) on the T2202 Tuition and Enrollment Certificate tax forms and file submissions. The Canada Revenue Agency (CRA) information bulletin outlining this requirement can be found by clicking the button "CRA INFO BULLETIN". In order for St. Lawrence College to comply with this new requirement, we are providing notice of disclosure of your SIN we hold on file to the CRA.


Submitting a T2202 tax form without a SIN number may result in your tax return being rejected by the CRA. Additional information for students who do not have a SIN or who are required to provide a SIN for our records will be communicated via email.

If you wish to update your SIN, please click on the "UPDATE YOUR SIN" button below.

[CRA Info Bulletin](#) [Update Your SIN](#)

Instructions:


1. Make sure to unblock pop up from your browser. Click below if you need instructions to unblock pop up for the browser.
2. You must have an adobe reader installed on system in order to view your tax receipt. Click below if you wish to download one for your system.

 [Download Adobe Reader](#) [Unblock Pop Up](#)

Choose from one of your eligible Tax Year(s).

*Tax Year

[Generate Tax Receipt](#)

 If any of your T2202 information is incorrect, contact the Academic School in Kingston, Student Services in Cornwall or Student Services in Brockville.

BROCKVILLE: 613-345-0660 CORNWALL: 613-933-6080
KINGSTON: 613-544-5400

8. At the bottom of the page, you will find a drop-down box where you can select the tax year you would like a tax form for. Enter the previous year (i.e. if it's now 2022, enter 2021 in this field) and click **Generate Tax Receipt**, this will then open another tab displaying the official T2202 tax form.