

T2202 Tuition Enrolment Certificate

Frequently Asked Questions

ABOUT YOUR T2202

What is a T2202?

The Tuition Enrolment Certificate (T2202) is an official Canadian tax certificate. The certificate contains the amount of eligible tuition and/or fees paid for the tax year, as well as the number of months a student was registered in full- or part-time studies.

The T2202 certificate will allow you to use tuition paid as a tax deduction on your income tax return. Effective 2019, this certificate has been re-numbered: it was formerly the T2202A.

For more information, please see [Students and Income Tax publication](#) provided by the Canada Revenue Agency (CRA).

I received a T4A from NLC in the mail. Is the T2202 the same thing?

No, they are different tax certificates issued for different reasons. You will need both when completing your income tax return.

The T4A is a Statement of Pension, Retirement, Annuity, and Other Income. Generally, you would receive a T4A from NLC if you were the recipient of a scholarship or bursary valued at more than \$500 issued by the NLC Foundation. You might also have Adult Upgrading Grant amounts and other such funding distributed via NLC included on an NLC T4A.

I received my T2202 certificate but the address on it is incorrect. Do I need a new one?

You may use your T2202 as received, even if the address is incorrect. Although it is not necessary for you to attach the T2202 certificate when you file your tax return, you should be able to produce one when requested by Revenue Canada.

This is a good reminder to make sure that NLC has your updated contact information. Submit your updated address to StudentHelp@nlc.bc.ca. Be sure to include your full name and NLC student ID number when you email.

It looks like you spelled my name wrong. What happened?

If your first name or last name has a high character count, it may have been truncated on your T2202.

Here's how names will be displayed on the T2202:

- First name is truncated to 12 characters
- Last name is truncated to 20 characters

Only the legal first and last names that you provided to NLC as part of your application for admission or official name change are indicated on the T2202.

I took courses at NLC, why isn't there a T2202 certificate for me?

Generally, T2202 certificates are issued to students who have paid \$100.00 or more in eligible fees for post-secondary level courses beginning **and** ending in a particular year. If your course ends in 2022 it should appear on the T2202 next year.

However, not all students qualify for tax forms. For example, courses in ESL are not considered to be at a post-secondary level and so they are excluded from the T2202 certificate.

Also, students taking continuing education courses may not qualify if such courses do not lead to a certificate or a degree or improve skills in an occupation.

Why doesn't my T2202 match the amount I paid?

The Canada Revenue Agency (CRA) has guidelines that determine which courses and/or fees are eligible and NLC must follow these guidelines. For that reason, the total costs you paid may be different than the amount noted on your T2202 certificate. For example, the student association fee is not an eligible fee.

For more information about course eligibility, please see the information about [tuition tax credits](#) and [education tax credits](#) on the Canada Revenue Agency (CRA) website.

What is the difference between "Part Time Months" and "Full Time Months" on my T2202?

The Canada Revenue Agency (CRA) defines a **full-time student** as someone who is in an eligible class/program that lasts at least 3 consecutive weeks and requires a minimum of 10 hours of instruction or work in that class/program each week (not including study time).

The Canada Revenue Agency (CRA) defines a **part-time student** as someone who is in an eligible class/program that lasts at least 3 consecutive weeks and requires a minimum of 12 hours of instruction or work in that class/program each month.

My parents need my T2202. Will you send it directly to them for me?

As per Income Tax Act, students must use the T2202 certificate on their own tax return until both the Federal and Provincial Tax payable is reduced to zero, after which the student may then transfer the balance of the credit to another eligible party using the reverse side of the T2202 certificate. This will require your signature.

NLC cannot issue your T2202 to a third party.

My tuition was paid by my employer. Will you send my T2202 directly to them for me?

The T2202 certificate shows the total tuition paid, including any portion paid by a sponsor. It will always be issued directly to you.

Your employer will probably have added the reimbursement or sponsorship amount to your T4 (likely in Box 40). If your employer didn't add the amount to your T4, you may want to speak to your employer about giving you an amended T4.

Your sponsor will likely have issued you a T4A for the amount of sponsorship you received. If you haven't received a T4A from your sponsor, you may want to speak with them about one.

If I add the tuition for my NLC course together with a course from another college, I would meet the \$100 minimum, why won't you give me a T2202?

As per Income Tax Act, students may not combine receipts from other institutions in order to meet the minimum eligible fee.

What if I have questions about my T2202?

If you have questions about your T2202, please email records@nlc.bc.ca. Be sure to include your full name and NLC student ID number when you email.

What if I have questions about how to do an income tax return or need help understanding tax deductions?

NLC staff aren't qualified to provide you with income tax advice.

Please refer your questions to the Canada Revenue Agency by telephone at 1-800-959-8281 or online at <https://www.canada.ca/en/revenue-agency/services/forms-publications/forms/t2202.html>.

Tax guides are available from any CRA or post office. The CRA also publishes a [booklet for students](#) to help with tax information.

HOW TO GET YOUR NLC T2202

Where can I find my T2202 certificate?

Your T2202 certificate is available for you to download through Borealis starting on February 28 each year. Please note that certificates are not sent by postal mail.

Check out this video tutorial for a demo of how to access your T2202:
nlc.bc.ca/Services/Student-Records/T2202

Why is my T2202 in Borealis? What if I want NLC to mail it to me?

NLC provides a digital copy of the T2202 in Borealis as part of our commitment to make it more convenient for our students to access the certificate on demand through online self-service (myapps.nlc.bc.ca). It also avoids delays caused by returned mailings due to address changes students may have failed to notify NLC about.

Why doesn't the PDF file containing my T2202 certificate open?

Please ensure that your pop-up blocker is OFF, otherwise the certificate can't open.

SOCIAL INSURANCE NUMBER (SIN) AND T2202

What if I need to update my SIN?

If you've checked Borealis and it looks like your SIN is incorrect, please contact us with a copy of your SIN card so we can update your record.

Why is NLC asking for my SIN?

Effective the 2019 tax year, all post-secondary institutions are required to provide the Canada Revenue Agency (CRA) with students' Social Insurance Numbers (SIN) on T2202 certificates.

More information about authorized federal uses of the SIN can be found [here](#).

I misplaced or cannot remember my SIN. What should I do?

The easiest way to access your SIN is to consult your most recent Notice of Assessment from the Canada Revenue Agency. If this isn't available, you can request a confirmation of SIN from Service Canada. The Government of Canada's [Employment and Social](#)

[Development](#) website will provide you with details on what documentation you will need to request a confirmation.

I am an international student. Am I required to provide a SIN? Do I need a T2202?

If you have earned income in Canada and are filing a Canadian tax return, you are required to provide your SIN to NLC for your T2202 certificate.

Starting in the 2019 tax year, NLC is required to provide the Canada Revenue Agency (CRA) with each student's SIN on the T2202. The T2202 certificate allows you to use tuition paid as a tax deduction on your income tax return. Please consult [International Students Studying in Canada](#) for more information.

I do not have a SIN. How can I apply for one?

There is no fee to apply for a Social Insurance Number (SIN). The easiest way to do this is to visit a Service Canada Office. You can locate a Service Canada office at the [Service Canada website](#).

More information about Social Insurance Numbers is available on the Government of Canada's [Employment and Social Development website](#).