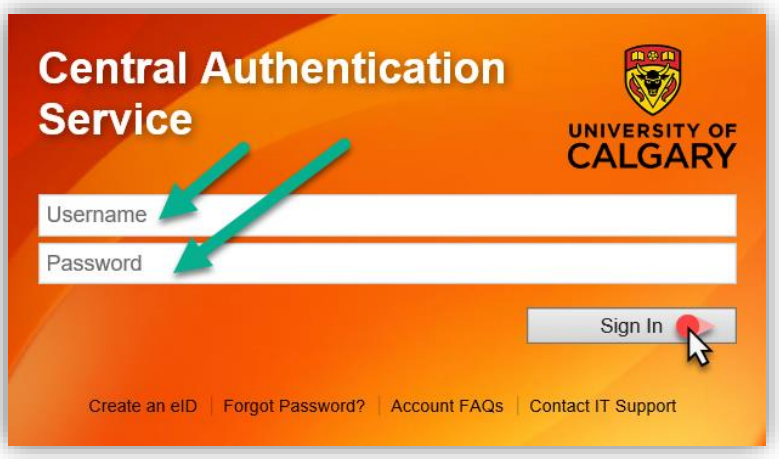
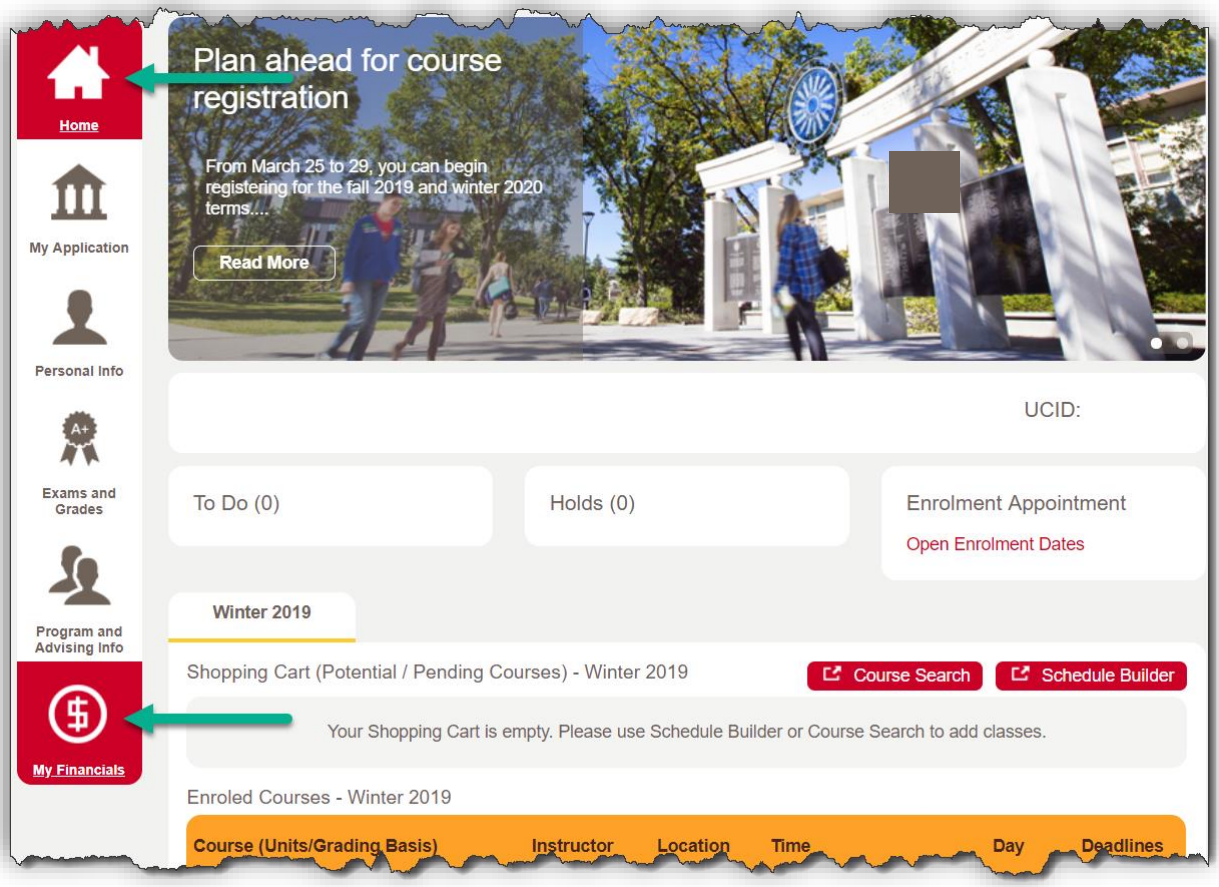
The T2202 Education and Enrolment tax receipt is generated and posted to the student Portal online for students to print at the end of February for the prior tax year. The T2202 is the official tax receipt approved by Canada Revenue Agency. The following instructions will guide you on how to retrieve it online.

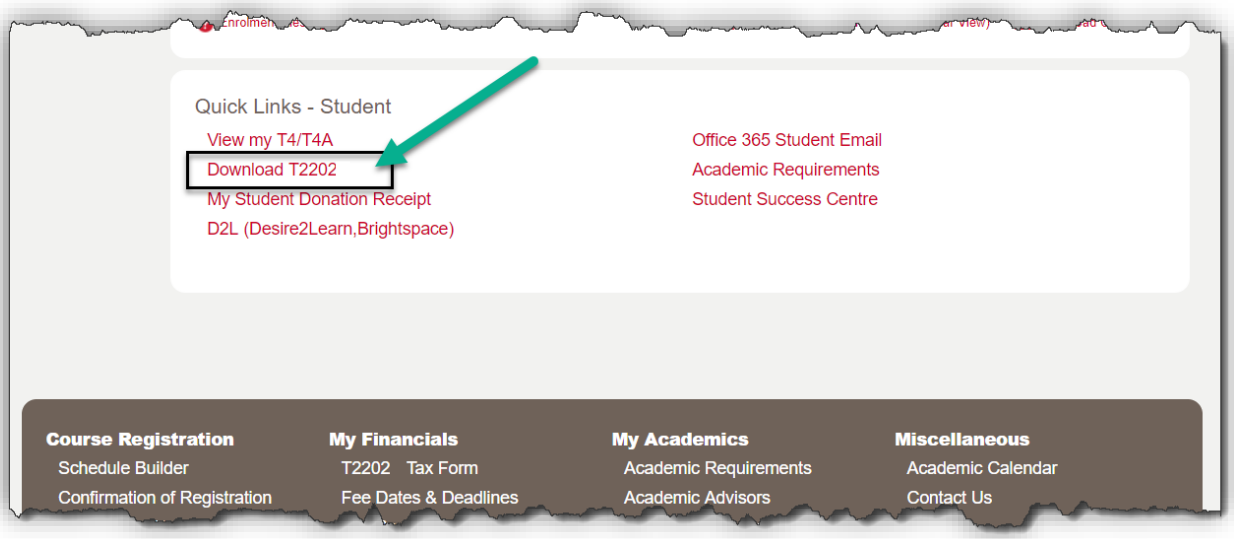
1. Login to MyUofC portal



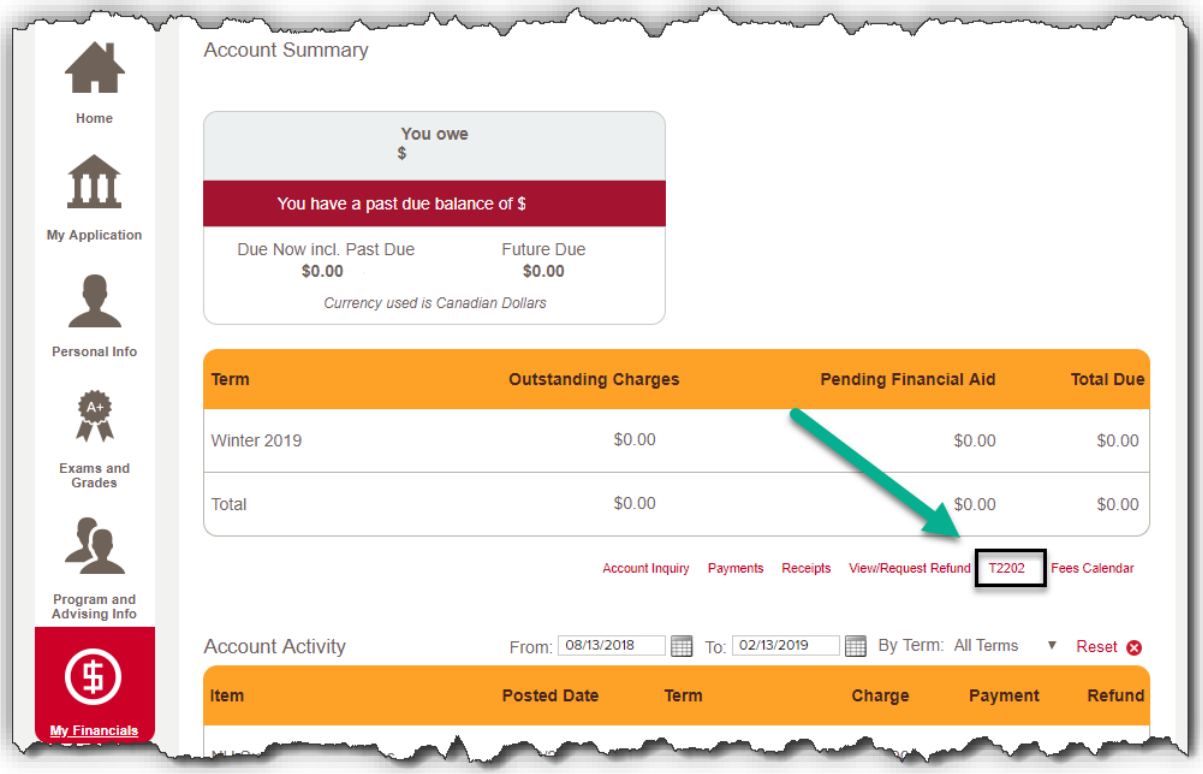
2. After logging into the MyUofC portal, you can access the T2202 from either the **Home** or **My Financials** pages



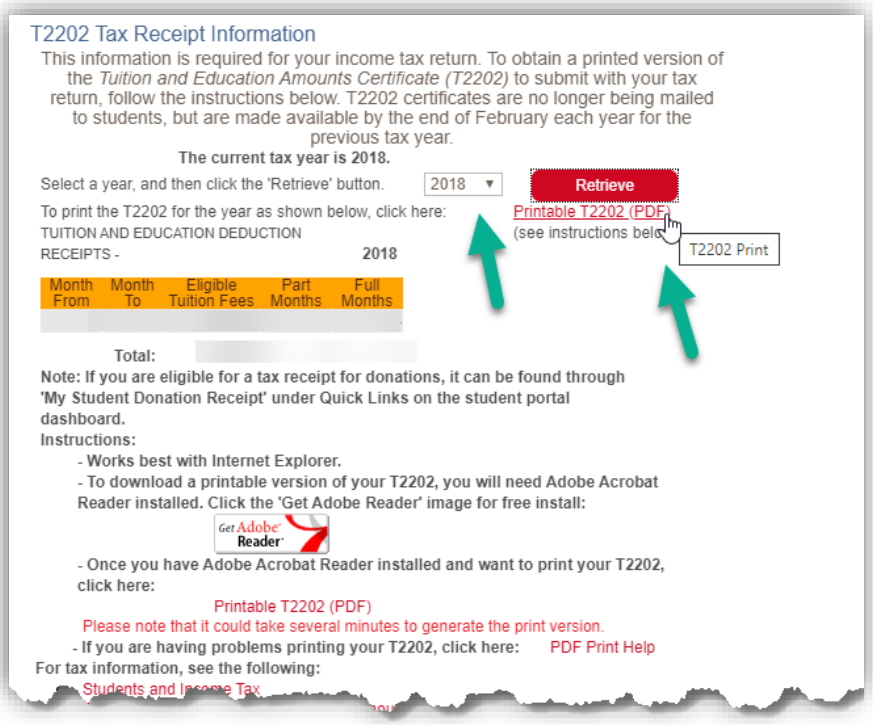
3. On the **Home** page, scroll to the bottom of the page to the **Quick Links – Student** section and select **Download T2202.**



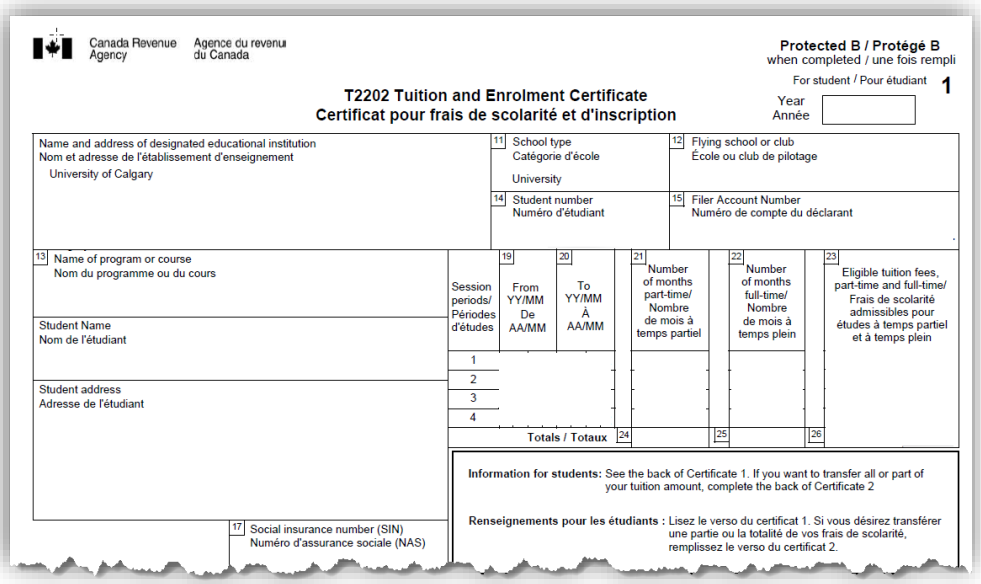
Or, on the **My Financials** page, select the **T2202** link under **Account Summary**.



4. In the drop-down menu, select the year for which you are looking to obtain a T2202 and select **Retrieve**. The current T2202 tax year will automatically display.



5. You will need to **disable your pop-up blocker** as the T2202 will open in a new tab/window. Please note that generating the document can take several minutes.



End of Procedure.

Related Guides: Fees & Financials – Obtaining Student Donation Tax Receipt