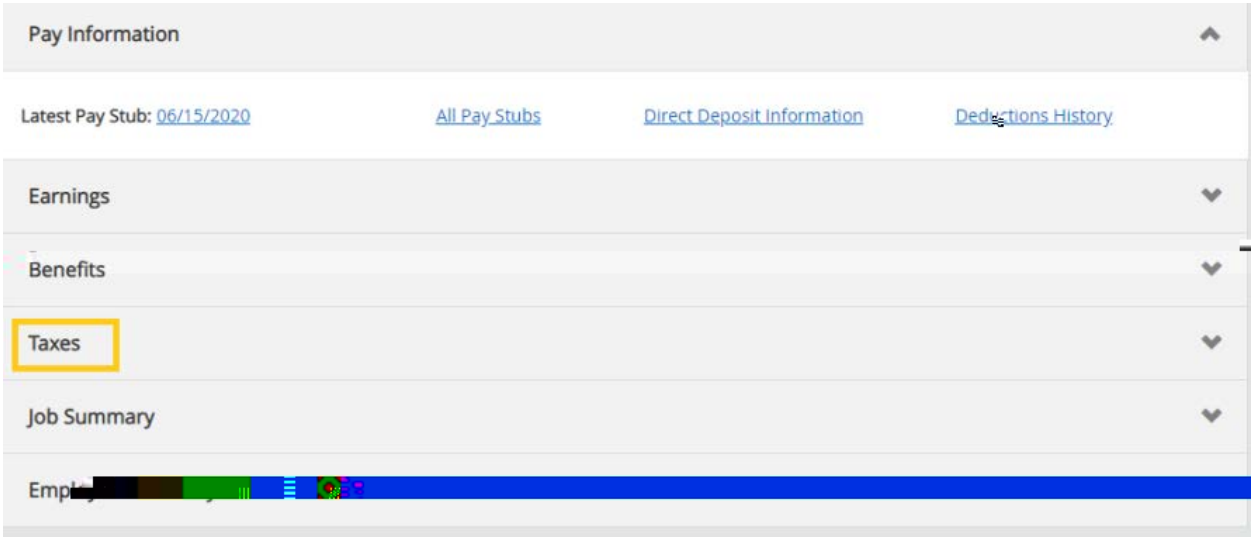
OPT-IN TO RECEIVE YOUR 1095-C ELECTRONICALLY

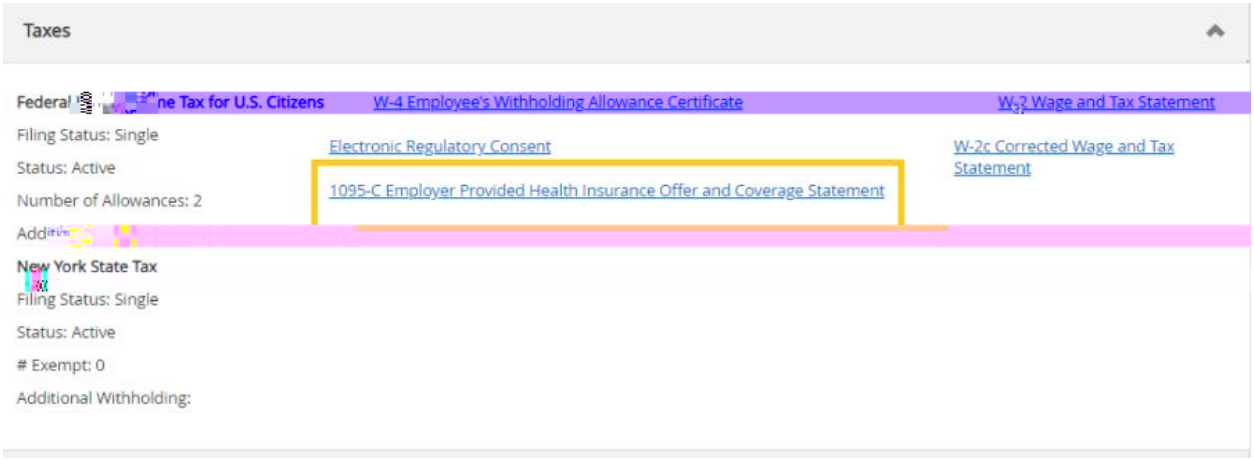
1. Log into MyPace Portal at portal.pace.edu

2. Select the appropriate device for Duo Multifactor Authentication (MFA), enter the 6-digit passcode from the Duo Mobile app, and click Log in

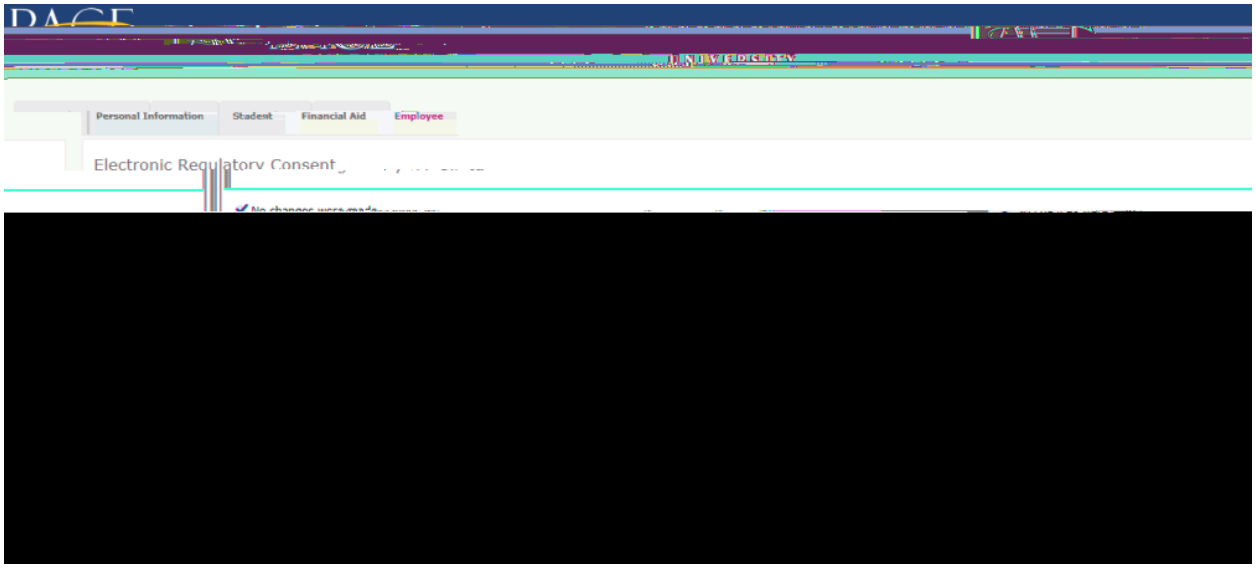
Pace University has implemented multifactor authentication (MFA) for the MyPace Portal to enhance the security of your account and the safety of your personal information. The new login procedure requires you to entdeyaf(r)-36.81n (o e)-12326[(di)-4.6( )]TJ (gi)17.1(i)-4.6 ((y)]TJ 0 Tw 8.109 0 Td (



6. Select

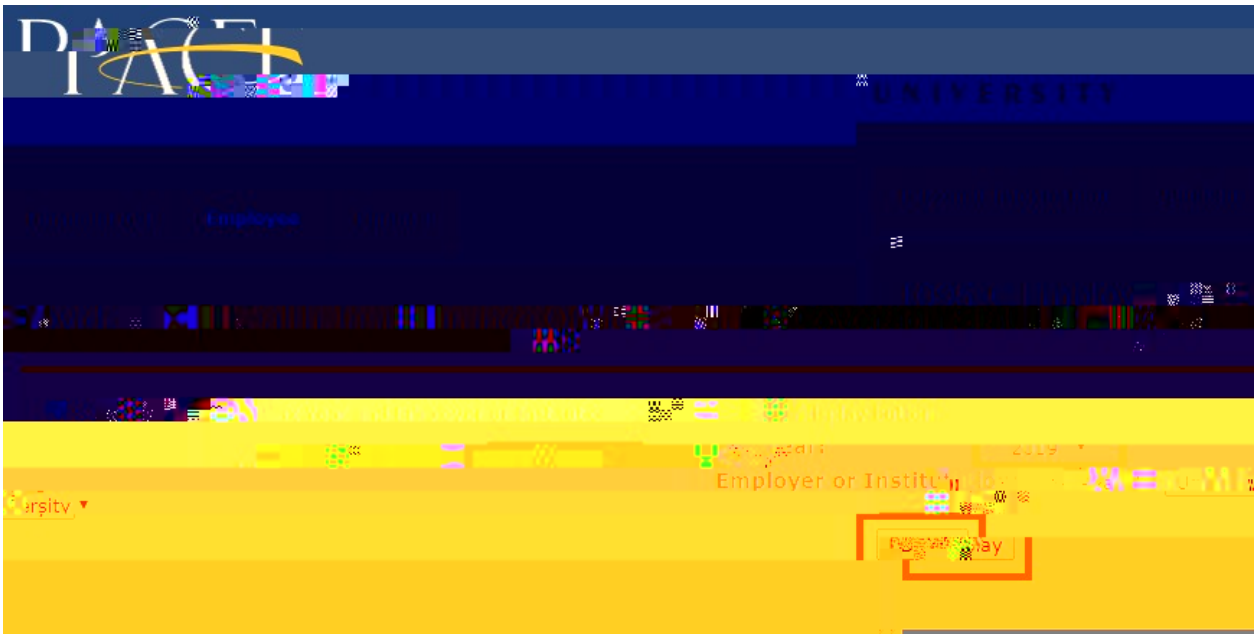


7. Review the Electronic Regulatory Consent Information, check the box next to and select .



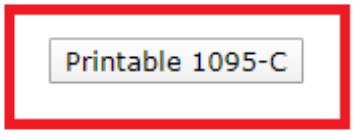
8. After selecting , you will see your 1095-C.

9. Select the to display



After selecting “Display,” you will see your 1095-C.

10. To print the 1095-C select the



option at the bottom of the page.

For best results, change your page setup to landscape before printing