

Tax Identification Numbers

	<u>Social Security Number (SSN)</u>	<u>Individual Taxpayer Identification Number (ITIN)</u>
Purpose	Requirement to: <ul style="list-style-type: none"> • Be paid as a UW employee • Claim tax treaty benefit • File for a tax refund 	Requirement to: <ul style="list-style-type: none"> • Claim tax treaty benefit • File for a tax refund
Who's eligible	Foreign National: <ul style="list-style-type: none"> • Authorized to work in U.S. 	Foreign National: <ul style="list-style-type: none"> • Not eligible for SSN • Eligible claim a tax treaty benefit • Required to file a U.S. tax return
How to apply	<ul style="list-style-type: none"> • In person at Social Security Administration 	<ul style="list-style-type: none"> • In person with UW Procurement Services
Documents needed	<ul style="list-style-type: none"> • Form SS-5 • Valid passport • Original or a copy of an identification document (e.g., stamped I-94 or work permit) • Students (F-1 & J-1) I-20 & "Social Security Verification Form" from UW ISS Office • Non-students (J-1, H-1B): Employment letter from U.S. sponsor & DS 2019 or I-797 	<ul style="list-style-type: none"> • Form W-7 • Valid passport • Original foreign status identification documents (e.g., I-94 or visa) • Other document requirements vary - visit UW Procurement Services for details
When to apply	<ul style="list-style-type: none"> • After UW ISS Office check-in • 10 business days after arriving in the U.S. 	<ul style="list-style-type: none"> • Immediately upon arriving at UW
Wait Time	<ul style="list-style-type: none"> • Allow 2-4 weeks 	<ul style="list-style-type: none"> • Allow 6-9 weeks
Cost	<ul style="list-style-type: none"> • No cost 	<ul style="list-style-type: none"> • No cost
Payment before getting number?	<ul style="list-style-type: none"> • Yes 	<ul style="list-style-type: none"> • Yes
Tax treaty benefit before getting number?	<ul style="list-style-type: none"> • No 	<ul style="list-style-type: none"> • No

