Federal Tax Guide for Non U.S. Residents

Tax Year 2021



Agenda

- Important Information for 2021 Returns
- > U. S. Source of Income
 - Scholarships
 - Fellowships
 - Tuition Waivers
 - Prizes
 - Stipends
 - Child Care Payment From UW
- > Social Security Number / ITIN
- > Tax Treaty Benefits & Tax Forms
- > Two Different Glacier programs
- > Questions



Important Information

- > Tax due is April 18, 2022
- Solution Services is available to students starting February 28, 2022
- No personal exemption starting in 2018
- > Two Separate Glacier Programs at UW.
 - Glacier Tax Compliance from Payroll office
 - Glacier Tax Prep from ISS Office
- > For employees working overseas, who have a Payroll Office approved Certificate of Foreign Status, their impacted earnings will not be reported to the IRS



Nonresident Alien

Most international students in the U.S. on a visa are considered nonresident aliens.

- > Under special conditions, you may have to file income tax return as a resident alien for tax purpose.
- > Even if you have to file a tax return as a resident, your visa status will not change, you are still a nonresident for immigration purposes.
- > See IRS publication 515 https://www.irs.gov/pub/irspdf/p515.pdf



U.S. Source Income

- > Includes funds received from the University of Washington:
 - W-2: Taxable Wage or Salary Income
 - 1042-S: Scholarships or Stipend Income or wages under treaty benefits
 - 1098-T: May request a copy if qualify to file tax as resident
 - 1099-Misc: Other Income
- Income from outside the U.S. is not considered in calculations for U.S. tax.



U.S. Source Income - Childcare

Childcare funds received from the Financial Aid Office that were disbursed into your student account in 2021 will be counted as taxable income.



U.S. Source Income – Taxable Scholarship or Fellowship Grants

- > Paid to F, J, M, and Q visa holders
- > Subject to withholding at a rate of 14% to the extent that the amount awarded exceeds tuition charges and you have a Social Security number
- > Other income (non scholarship) may be subject to rates of federal withholding up to 30%



Scholarships, Awards and Stipends

- > Scholarships, awards and stipends awarded to nonresident alien students are taxable income except when used to pay for:
 - Tuition and fees required for enrollment or attendance
 - Books and fees required for courses
- > If the award is greater than \$3000 in a quarter, SFS will withhold tax at 14% prior to disbursement to student.
- SFS will withhold federal taxes by the year end if scholarship money exceeds tuition fees
- > A W-8 Ben form is required on file before claiming a tax treaty benefit.

IRS Form W-8BEN

(Rev. Ju	W-8BEN dy 2017) nent of the Treasury Revenue Service	States Tax Withholding and Reporting (Individuals) For use by individuals. Entities must use Form W-8BEN-E. Go to www.lrs.gow/Form/W8BEN for instructions and the latest information.									
Do NO	T use this form	if:				Instead, use Form:					
• You a	are NOT an indivi	dual				W-8BEN-E					
• You a	You are a U.S. citizen or other U.S. person, including a resident alien individual										
	are a beneficial or r than personal s	wner claiming that income is effectively o	onnected with the conduct of	f trade or business	within the U.S.	W-8ECI					
• You a	You are a beneficial owner who is receiving compensation for personal services performed in the United States										
You are a person acting as an intermediary											
Note: If you are resident in a FATCA partner jurisdiction (i.e., a Model 1 IGA jurisdiction with reciprocity), certain tax account information may be provided to your jurisdiction of residence.											
Part I Identification of Beneficial Owner (see instructions)											
1	1 Name of individual who is the beneficial owner 2 Country of citizenship										
				1							
3	Permanent resid	dence address (street, apt. or suite no., or	r rural route). Do not use a P	.O. box or in-care-	of address.						
	City or town etc	ate or province. Include postal code when	re appropriate		Country						
	City or town, sa	ne or province. Include postal code when	е арргориале.		Country						
4	Mailing address (if different from above)										
	City or town, sta	ate or province. Include postal code when	e appropriate.		Country						
5	U.S. taxpayer ic	U.S. taxpayer identification number (SSN or ITIN), if required (see instructions) 6 Foreign tax identifying num									
7	Reference numb	per(s) (see instructions)	8 Date of birth (MM-DD-	-YYYY) (see instruct	tions)						
	_										
Part		of Tax Treaty Benefits (for chapt	er 3 purposes only) (se	e instructions)							
9		beneficial owner is a resident of			within the me	aning of the income tax					
10		the United States and that country.	discole The boundfield access								
10	opecial rates a	nd conditions (if applicable—see instruc									
	of the treaty identified on line 9 above to claim a % rate of withholding on (specify type of income):										
	Explain the additional conditions in the Article and paragraph the beneficial owner meets to be eligible for the rate of withholding:										
Part											
Under penalties of perjury, I declare that I have examined the information on this form and to the best of my knowledge and belief it is true, correct, and complete. I further certify under penalties of perjury that:											
 I am the individual that is the beneficial owner (or am authorized to sign for the individual that is the beneficial owner) of all the income to which this form relates or am using this form to document myself for chapter 4 purposes, 											
•	The person name	d on line 1 of this form is not a U.S. person,									
•		ich this form relates is:									
		connected with the conduct of a trade or busin									
		nected but is not subject to tax under an applic									
		hare of a partnership's effectively connected in									
•	 The person named on line 1 of this form is a resident of the treaty country listed on line 9 of the form (if any) within the meaning of the income tax treaty between the United States and that country, and For broker transactions or barter exchanges, the beneficial owner is an exempt foreign person as defined in the instructions. 										
•											
	Furthermore, I authorize this form to be provided to any withholding agent that has control, receipt, or custody of the income of which I am the beneficial owner or any withholding agent that can disburse or make payments of the income of which I am the beneficial owner. I agree that I will submit a new form within 30 days if any certification made on this form becomes incorrect.										
Sign	Here										
	' —	Signature of beneficial owner (or individu	al authorized to sign for beneficia	al owner)	Date (MM-DD-YYYY)					
		t name of signer			9.1	signed by beneficial owner)					
For Pa	perwork Reduct	tion Act Notice, see separate instruction	ons. Cat. No	. 25047Z	Form	W-8BEN (Bev. 7-2017)					



Social Security Number (SSN)

Please review the International Student Services (ISS) website to check your eligibility and the procedures for applying for a SSN:

https://iss.washington.edu/employment/ssn/ When you receive your SSN:

- 1. Submit a copy to Student Fiscal Services or the Registrar's Office.
- Update your Glacier Tax Compliance record and attach a copy of your SSN with updated forms when submitting to ISC-Payroll Office



Individual Tax ID Number (ITIN)

If you are not eligible for a SSN:

- >Gather the necessary documents and information to complete the online request for ITIN support letters from ISS
- >Scan a photo of your UW scholarship/fellowship/grant letter
- >Complete the online request for ITIN support letters from ISS
- >Allow 15 business days for ISS processing
- >After you pick up the ITIN support letters from ISS, email the UW ITIN office at itin@uw.edu to schedule an appointment



Glacier Tax Compliance Software

Compiles employee foreign national information to determine the accurate taxing of payments through Workday, for foreign national students, faculty and staff.

A secure web-based system that enables Payroll to determine eligibility for tax treaty exemption, OASDI & Medicare (FICA) exemption substantial presence test and tax residency status.

- > Generates an individualized tax summary page and populates the appropriate tax forms. Examples of these forms are the 8233, W-8Ben, and W-4 federal withholding form.
- > You can contact a Payroll Foreign National Specialist at pr-tax@uw.edu.

For more information, visit: https://isc.uw.edu/your-pay-taxes/foreign-nationals/

Tax Treaty Benefit

To claim a tax treaty benefit for Payroll wages and/or scholarship money, you must complete Glacier Tax Compliance web program

- > Submit Glacier Tax Compliance packet with all required documents & forms to:
 - ISC-Payroll Box 359555
- > Treaty Benefits for eligible employees require a SSN or ITIN
- > Treaty benefits require annual renewal
- > Employees eligible for treaty renewals will be notified each November by the ISC Payroll Office



W-2

You may receive this form from your employer if you have a job on campus or off campus.

- > Reports taxable wages & taxes paid, not claimed under a valid tax treaty.
- > Issued before January 31 every year
- > Form W-2 is available in Workday under the "Pay" and then "View" and then "My Tax Documents"



1042-S

You will receive a 1042-S for:

- > Wages claimed under a tax treaty benefit paid through Payroll
- Stipends paid through Payroll
- Scholarship or stipend money that is in excess of tuition fees
 AND is U.S. source of funds

You will **not** receive a 1042-S for:

Scholarship money that is paying tuition & fees only
 OR

> Is not U.S. source of funds

You may receive multiple forms 1042-S, one for each type of income



1042-S

IRS Form 1042-S will be available in Glacier Tax Compliance

- > Electronic notifications are sent late February
- > Paper 1042-S tax forms are mailed by the end of February

Glacier Tax <u>Compliance</u> determines how the University of Washington should tax an individual employee's pay. This is not to be confused with Glacier Tax Prep.



1042-S

1042-S	Foreign Person's	U.S. Source Income S	ubject to Witl	hholding	202	1	OMB N	o. 1545-0096	
Department of the Treasury		Form1042S for instructions				- 1	Co	py A for	
Internal Revenue Service		UNIQUE FORM IDE				II O	nternal R	evenue Service	
1 Income 2 Gross income code	3 Chapter indicator.	1 e Recipient's	U.S. TIN, If a	131 Ch. 3	Ch. 3 status code				
COOR	3a Exemption code	4a Exemption code					Ch. 4 status code		
	3b Tax rate .	4b Tax rate .	13h Recipient's	GIN	13i Recipien number,		x identificat	ion 13j LOB code	
5 Withholding allowance					namou,	,			
6 Net income									
7a Federal tax withheld			13k Recipient's	account nun	nber				
7b Check if federal tax with									
escrow procedures were	applied (see instruction	ns)	13I Recipient's	date of birth	(YYYYMMDD)		_	
7c Check if withholding occupartnership interest .	curred in subsequent year	ar with respect to a							
8 Tax withheld by other age	nts		14a Primary With	holding Agent	's Name (if app	licable)			
9 Overwithheld tax repaid to re	cipient pursuant to adjustm	ent procedures (see instructions)	1						
()	14b Primary Wit	thholding Ag	ent's EIN				
10 Total withholding credit	combine boxes 7a, 8, a	nd 9)	1			15 Check i	f pro-rata t	easis reporting	
			15a Intermediary	or flow-throug	h entity's EIN, if	any 15b Ch	i. 3 status cod	le 15e Ch. 4 status code	
11 Tax paid by withholding	agent (amounts not with	held) (see instructions)	1						
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12a Withholding agent's Elf	N 126 Ch.3s	tatus code 12c Ch. 4 status code	1						
			15e Intermediary	y or flow-thro	ugh entity's Gl	IN			
12d Withholding agent's na	me		15f Country cod	ie 15g	Foreign tax	identificatio	n number,	if any	
12e Withholding agent's Gk	obal Intermediary Identif	fication Number (GIIN)	15h Address (no	umber and st	treet)				
12f Country code 12	15i City or town, state or province, country, ZIP or foreign postal code								
12h Address (number and s	treet)		16a Payer's nan	ne			16b Pay	yer's TIN	
12i City or town, state or pr	ovince, country, ZIP or t	oreign postal code	16c Payer's GIII	N		16d Ch. 3 s	tatus code	16e Ch. 4 status code	
13a Recipient's name	138	Recipient's country code	17a State incom	ne tax withhe	id 17b Pa	yer's state t	ax no. 1	7c Name of state	
13c Address (number and stre	wt)								
13d City or town, state or p	rovince, country, ZIP or	foreign postal code							
For Privacy Act and Pape	rwork Reduction Act		Cat. No. 1	11386R		For	rm 1042-S (2021)		



1098T Form (prepared by UW)

- Nonresident alien students do not qualify for American
 Opportunity or Lifetime Learning tax credits.
- > You will not receive the 1098T tax form if you have F1 or J1 visa.
- > Exception: if you are on a F1 visa or are married to a resident or citizen and you are eligible to file a tax return as a resident alien, you can request a 1098T by email to: taxquest@uw.edu
- > Payroll tax issues, please email to pr-tax@uw.edu

Always include your <u>student number</u> when emailing or calling



Canadian Tax Form TL11A

ucation and textbook an Only full-time attendan Laiming tuition fees, se anada, at canada.cafer n our website for details Session periods From 1 Ir Month Year described above during all pray ancillary fees that all pray or a laboratory, exis	d to show the maximum amonounts (if applicable) based once qualifies for the tuition at se Guide P105. Students and a-forms. University administ on completing this TL11A or Number of Number of Number of Month Month Part-time full-tuilly part-tuilly part-tuil	n the nount. Income rators riflicate er of s for ime
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i t	ed to fill out line (2) abo	ed to fill out line (2) above. ecember 31, special rules may apply.

- > Tuition, Education and Textbook Amounts Certificate
 - University outside Canada
- Include your student number when contacting Student Fiscal Services for help completing the form:
- f2.washington.edu/fm/sfs/tax/canada



IRS Tax Form Filing

Employers & Businesses are required to submit tax data to the IRS.

> The most common forms submitted by employers & the UW include Forms W-2, 1042-S, 1098-T & 1099-Misc.

All recipients of these forms are also required to individually file a personal tax return to the IRS summarizing all of their received tax forms. Most nonresident aliens file form 1040NR

The IRS compares employer information submitted against personal individual tax returns

Note: Starting with tax year 2020, IRS Form 1040NR-EZ no longer exists

Glacier Tax Prep

This tax preparation software program is provided for your use by the ISS Office at the University of Washington. It is your personal responsibility as an international student or scholar to file federal tax forms. For more information, visit: https://iss.washington.edu/student-life/money-matters/tax-information/

Please be sure you have all of the following items ready and available:

- > Visa
- > I-94 Card
- > Passport
- > Form DS-2019, if J status individual
- > Form I-20, if F status individual
- Social Security or Individual Taxpayer Identification Number
- > U.S. Entry and Exit Dates for current and past visits to the U.S.
- > Academic Institution or Host Sponsor Information (name/address/phone for Academic Director)
- > Scholarship/fellowship grant letter you may have received (if any)
- A copy of last year's federal income tax return (Form 1040NR or 1040NR-EZ), if you filed a
 federal income tax return last year
- > Forms W-2, 1042-S and/or 1099 (if any)



Tax Form 1040NR

Glacier Tax Prep Program (GTP) provides step by step instructions and assistance with the preparation of the appropriate tax forms. GTP does not electronically file your tax return

In addition, you may read "Who Must File" in the instructions at: www.irs.gov/pub/irs-pdf/i1040nr.pdf

If you need to file a tax return:

- > Use 1040NR tax form from IRS.
- > Make sure you print out the tax form and mail it with a copy of the W-2, 1042-S or 1099 Misc.
- > You cannot e-file via online tax programs (TurboTax or H&R Block) when you file as a Nonresident Alien.

1040NR

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	5a	Pensions and annuities	5a		b Tax	cable am	ount .			5b			
	6	Reserved for future use								6			
	7	Capital gain or (loss). Attach Sch	nedule D (Fo	rm 1040) if requ	ired. If n	ot requir	ed, chec	k here . 🕨		7			
	8	Other income from Schedule 1 (Form 1040),	line 10					-	8			
	9	Add lines 1a, 1b, 2b, 3b, 4b, 5b,	7, and 8. Th	nis is your total	effective	ly conn	ected in	come	•	9			
	10	Adjustments to income:											
	a	From Schedule 1 (Form 1040), li	ne 26				10a						
	ь	Reserved for future use					10b						
	c	Scholarship and fellowship gran	ts excluded				10c						
	d	Add lines 10a and 10c. These ar	e your total	adjustments to	income				•	10d			
	11	Subtract line 10d from line 9. Th	is is your ad	ljusted gross in	come				•	11			
	12a	Itemized deductions (from So residents of India, standard ded			or, for o	certain	12a						
	ь	Charitable contributions for certa	in residents	of India. See in:	structions	s .	12b						
	c									12c			
	13a	Qualified business income dedu	ction from F	orm 8995 or Fo	rm 8995-	Α.	13a						
	ь	Exemptions for estates and trus	ts only. See	instructions .			13b						
	c	Add lines 13a and 13b								13c			
	14	Add lines 12c and 13c								14			
	15	Taxable income. Subtract line 1	14 from line	11. If zero or les	s, enter -	-0				15			

Mail your tax return form to:

Department of the Treasury Internal Revenue Service Center Austin, TX 73301-0215 U.S.A.



Form 1040-NR (2021)

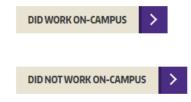
ISS Tax Resources

How to File: Glacier Tax Prep

To help make tax filing easier for F-1 and J-1 non-immigrants, ISS provides **free access** to Glacier Tax Prep.

- This web-based program, GLACIER Tax Prep, provides step-by-step instructions and assistance with the preparation of the appropriate forms.
- Students may use Glacier Tax Prep at no charge, but you must log in through the ISS website.
- Glacier Tax Prep (GTP) offers Tutorial videos to assist you in preparing your tax return; the links to these videos are on the first page of GTP.
- NOTE: Students employed by UW must first set up an account in a software program called
 Glacier Tax Compliance when they are hired to work for the university. This is a different
 program than Glacier Tax Prep!
- If you already have a Glacier Online Tax Compliance account, you will be able to access
 Glacier Tax Prep by going through that account. To do so, you will access Glacier using your
 existing USER ID and Password and Glacier will transfer certain data directly into GTP.
- GLACIER Tax Prep ("GTP") is a tax return preparation software program designed primarily
 for Nonresident Alien students, scholars, trainees, researchers, and other educational
 immigration statuses to prepare a U.S. federal income tax return Form 1040NR and all
 other necessary statements. GTP is provided to you for your convenience. You are not
 required to use GTP to prepare your U.S. federal income tax return. The University of
 Washington does not provide tax advice and therefore disclaims all liability from the
 misinterpretation or misuse of GTP.

Access Glacier Tax Prep by clicking below late February.





ISS Tax Resources

Other tax filing options (separate from Glacier Tax Prep):

Tax professionals and certified tax accountants, who charge for their services, can assist you with your taxes.

State Income Taxes

Washington state does not have a state income tax. However, if you worked in a state that has state income tax, Glacier Tax Prep (GTP) has a link to another company that will calculate your state income tax. You will have to pay for that service as it is not a part of GTP. The link is on the last page of GTP after you complete all the questions for the federal tax return.

Resident Aliens for Tax Puposes

If GTP determines that you are a **resident for tax purposes**, please click on the link provided by GTP and go to *Free File*: Do Your Federal Taxes for Free and select a company. Please note that this is only for students who are told by GTP that they have been in the U.S. for such a long time that they are residents for tax purposes and cannot use GTP.

Being a resident for tax purposes does not change your immigration status; it only changes your tax status.

Tax professionals and certified tax accountants, who charge for their services, can assist you with your taxes.



IRS Resources



www.irs.gov

IRS Publication 519 – U.S. Tax Guide for Aliens

IRS Publication 515 – Withholding of Tax on

Nonresident Aliens and Foreign Entities



Individual Tax Help

1-800-829-1040



IRS Resources

Great source for:

- Information about tax return preparation
- Tax forms and instructions
- IRS Publications

Help by phone:

- Hotline available to answer questions
- Helps with tax return preparation
- Most documents are easy to print



www.irs.gov

For Non-Resident Tax--IRS Publication 515, 519



Individual Tax Help

1-800-829-1040



IRS Seattle Office

915 Second Ave (Downtown Seattle) 32nd Floor, Federal Building

Hours:

Monday - Friday 8:30 am to 4:30 pm by appointment



At Your Service

Taxpayer Advocate Service

www.irs.gov/advocate (206) 946-3707

- > Serves taxpayers in Washington State
- Helps if you have tried unsuccessfully to resolve a problem with the IRS
- > Offers special help to taxpayers experiencing a significant hardship due to their tax problems



Other Tax Help

United Tax Way Free Online Tax Help

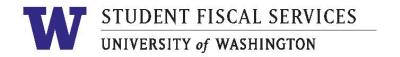
January 20 – April 18, 2022

Follow the link below:

https://www.uwkc.org/need-help/tax-help/



UW Tax Resources



For Student Account questions (Form 1098-T) contact Student Fiscal Services.

Remember to always provide your Student ID Number.



Student account questions?

Send email to: taxquest@uw.edu



Student Fiscal Services

206-543-4694



UW student tax website:

f2.washington.edu/fm/sfs/tax



UW Tax Resources



For questions about Form W-2 and Form 1042-S, contact Payroll:



W-2 Form Inquiries

pr-tax@uw.edu



Payroll

206-543-8000



UW ISC-Payroll Website:

https://isc.uw.edu/your-pay-taxes/foreign-nationals/



Contacts



Student Fiscal Services

taxquest@uw.edu 206-221-2609

Payroll Tax & Accounting Integrated Service Center

pr-tax@uw.edu 206-543-8000

International Student Services

206-221-7857

uwiss@uw.edu.

iss.Washington.edu "Have A Question?"

