



UNIVERSITY OF South Carolina

Payroll Foreign National Tax Information Form

The information in this form is used to determine your U.S. residency status and to determine if you are exempted from federal and state income taxes. For questions on the form please contact Payroll@mailbox.sc.edu. Please complete this form electronically and either attach or upload it as needed, or return it to the address provided below.

International Payroll Office
1600 Hampton Street, 7th Floor
Columbia SC 29208

(1) Last/Family Name _____ First _____ Middle _____
(2) UofSC ID# if applicable (Begins with a letter) _____
(3) Email Address _____
(4) Date of Birth (mm-dd-yyyy) ____/____/____

(5) U.S. Local Address (do not use campus department address)	(6) Foreign Permanent Residence Address
Line1 _____	Line1 _____
Apartment Number _____	Line2 _____
City _____	City Postal Code _____ City _____
State _____	Province/Region _____
Zip Code _____	Region Postal Code _____
	Country _____

(7) Country of Citizenship _____
(8) Tax residency, if different from above (generally the country of residence at least 365 days before visit to the USA) _____
(9) Did tax residency end? _____
(10) If tax residency ended, when? (mm-dd-yyyy) ____/____/____

(11) **Current Immigration Status**

<input type="checkbox"/> Permanent Resident (attach copy of green card)	<input type="checkbox"/> F-1 Student
<input type="checkbox"/> Applicant for LPR	<input type="checkbox"/> F-1 OPT
<input type="checkbox"/> J-1 Exchange Visitor Scholar	<input type="checkbox"/> B-1/B-2
<input type="checkbox"/> J-2 Exchange Visitor Dependent	<input type="checkbox"/> VW (Visa Waiver)
<input type="checkbox"/> H-1 Temporary Employee	<input type="checkbox"/> Other _____

(12) If immigration status is **J-1**, what is the Subtype?

<input type="checkbox"/> Student	<input type="checkbox"/> Professor	<input type="checkbox"/> Short -term Scholar	<input type="checkbox"/> Research Scholar	<input type="checkbox"/> Other _____
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If immigration status is J-2, attach J-1 Sponsor Form DS-2019

(13) **Actual Primary Activity** (please select one)

<input type="checkbox"/> Studying-Degree Program	<input type="checkbox"/> Clinical Activities
<input type="checkbox"/> Studying Non-Degree Program	<input type="checkbox"/> Temporary Employment
<input type="checkbox"/> Teaching	<input type="checkbox"/> Performing as an Artist
<input type="checkbox"/> Lecturing	<input type="checkbox"/> Performing an as Athlete
<input type="checkbox"/> Observing	<input type="checkbox"/> Tourist Activities
<input type="checkbox"/> Consulting	<input type="checkbox"/> Business Activities
<input type="checkbox"/> Conducting Research	<input type="checkbox"/> Other _____
<input type="checkbox"/> Acquiring Training / Attend Workshop	
<input type="checkbox"/> Demonstrating Special Skills	



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(14) **Type of Student (if you are not a student, please skip to step 18)**

Undergraduate Masters Doctoral Other _____

(15) Have you attended another University in the U.S.? Yes No

(16) If yes, provide school name. _____

(17) Last term enrolled. _____

(18) Please estimate the amount of wages in US dollars that you expect to make in the current year. _____

(19) Please list the department you will be working for and describe what you will be doing that will result in the income listed above.
Department _____ Activity/Title _____

(21) What is the actual date you first entered the U.S. in your present immigration status? ____/____/____

(22) What is the projected end date of your immigration status on this primary activity? ____/____/____

Prior U.S. Immigration Travel

For F, J, M, and Q visas, please list below all travel into the U.S. since 1985. (If applicable, please list F-1 OPT dates).

For B visas, visa waivers, and etc., please list below all travel to the U.S. during the last 3 calendar years.

Date of Entry to U.S.	Date of Exit from U.S.	VISA Immigration Status	J-1 Subtype	Primary Purpose of Visit	Have you taken any treaty benefits?
					<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes <input type="checkbox"/> No
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					<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes <input type="checkbox"/> No

By signing this form, I hereby certify that the above information is correct to the best of my knowledge. I understand that if I have any status changes such as visa, arrival/departures, etc., it is my responsibility to complete a new Accounts Payable Foreign National Tax Information Form.

Signature _____ Date _____
(Please physically sign or use a valid e-signature)



Foreign National Form Guide

Please include copies of these documents with the form as appropriate

Visa Status	Documents Needed
F-1	Passport identification page All U.S. Visa(s) All U.S. Entry Stamps I-94 card or electronic entry document All I-20 (front and back) EAD for OPT
J-1	Passport identification page All U.S. Visa(s) All U.S. Entry Stamps I-94 card or electronic entry document DS-2019 (must include current and all prior DS-2019) Offer letter
J-2	Passport identification page All U.S. Visa(s) All U.S. Entry Stamps I-94 card or electronic entry document DS-2019 for J-1 sponsor DS-2019 for dependent Offer letter
H-1B	Passport identification page All U.S. Visa(s) All U.S. Entry Stamps I-94 card or electronic entry document All I-797 Offer letter
TN	Passport identification page All U.S. entry stamps I-94 card or electronic entry document Offer letter