

## Frequently Asked Questions

### What IRS forms should I complete?

TYPE OF INCOME	FORM TO FILL OUT
no income or bank interest only	<a href="#">8843</a>
wages + scholarship/fellowship + simple bank interest	<a href="#">1040NREZ</a> and <a href="#">8843</a>
wages + scholarship/fellowship + simple bank interest	<a href="#">1040NR</a> and <a href="#">8843</a>

### What is a W-2 form and what do I do with it?

Form W-2 is a form employers file with the US Internal Revenue Service (IRS) for wages paid to each employee from whom income, social security or Medicare taxes were withheld. Individuals then use the information on their W-2 forms to file tax returns.

### Do I need to file a tax return if I was not employed?

Nonresident aliens who **DID NOT** receive any income during 2008 and were present in the U.S. under F-1, F-2, J-1, J-2 immigration status **MUST** file Form 8843 "Statement for Exempt Individuals and Individuals With a Medical Condition".

### Do I have to fill out forms for my children or non-working spouse?

Yes. All F and J non-residents, including dependents, must file forms according to the type and amount of income they earned.

### What is the deadline for submitting the forms?

The forms have to be postmarked by APRIL 15, 2009, at the latest.

- If required to file 1040 NR or 1040 NREZ:  
**April 15, 2009**
- If filing 8843 with tax return: **April 15, 2009**
- If required to file ONLY 8843: **April 15, 2009**

### Where do I send my tax forms?

See: <http://www.irs.gov/file/index.html>

### Where can I find instructions and forms?

<http://www.irs.gov/formspubs/index.html?portlet=3>

### Will there be another IC Tax workshop if I cannot attend the one on Feb.26?

No. At this time, this is the only tax workshop we have scheduled.

### Where else can I get help to prepare my taxes?

There are professional services in town that will charge a fee. We cannot vouch for any business so try to go with a well-known or nationally recognized tax service provider like H&R Block. Remember to ask if they help with tax preparation for Nonresident aliens as not all of them do.

**Important:** Please file your taxes as early as possible. You may not get the help you need if you wait until the last minute.

The International Center does not give tax advice. Please come to our tax workshop to get your questions answered. For further questions regarding the workshop, call 644-1702 or e-mail [Intctr@admin.fsu.edu](mailto:Intctr@admin.fsu.edu)

### Do I have to file a State Income Tax return?

If you received your salary/wages in Florida, then you do not need to file state income tax. There is no personal income tax in the state of Florida.

If you were employed in another state, check the [www.irs.gov](http://www.irs.gov) website for information on taxation for that state. Some states have no state taxes and others have limited taxation (for example for dividends and interest income only. States with limited or no state taxes are: Alaska, Florida, Nevada, New Hampshire, South Dakota, Texas, Tennessee, Washington and Wyoming. For more information, go to:  
<http://www.taxadmin.org/fta/link/forms.html> or  
[http://www.bankrate.com/brm/news/news\\_taxes\\_home.asp](http://www.bankrate.com/brm/news/news_taxes_home.asp)

### Will CINTAX save my information?

Yes, you can exit the software even if you have not completed and the system saves all the information you entered so far.

### What do I do if I need help?

Contact CINTAX support at: [support@cintax.us](mailto:support@cintax.us).

**NOTE: The IC staff does not have the tax expertise required and will not be able to assist you with the software or with any tax questions.**

## Tax Resources

For a list of resources with more information, please visit:

<http://ic.fsu.edu/currentstudents/taxes.cfm>

All tax forms are available at:

<http://www.irs.gov>

Info on Social Security Numbers:

<http://ic.fsu.edu/currentstudents/employment.cfm>

Info on the ITIN is available at:

<http://www.irs.gov/individuals/article/0,,id=96287,00.html>

**Note:** The IC provides website links for informational purposes only. This is not an endorsement of these websites or any links on these websites.

If you have any questions or concerns please call the:

**INTERNATIONAL CENTER**

Front Desk: (850) 644-1702

Fax: 850.644.9951

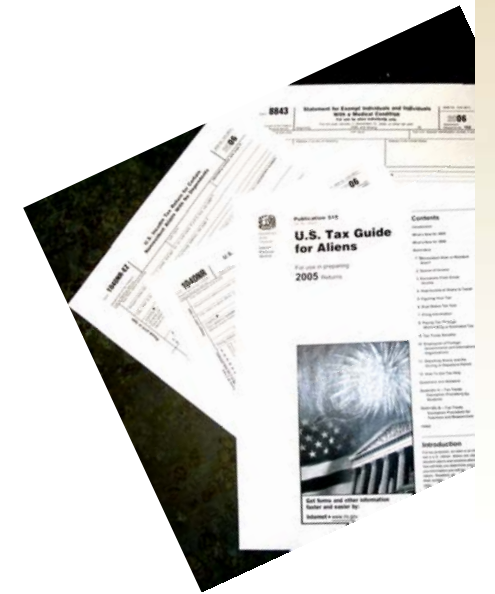
E-mail: [intctr@admin.fsu.edu](mailto:intctr@admin.fsu.edu)



This brochure is available in alternative format upon request.

## International Center

Division of Student Affairs



U.S. Taxes for Foreign Nationals



FLORIDA STATE UNIVERSITY

Phone: 850.644.1702

<http://ic.fsu.edu>



All international students and scholars, even those who did not earn any income in 2008 through wages, **MUST** send the appropriate tax forms to the Internal Revenue Service (IRS).

Filing federal income tax forms is the **personal responsibility** of each international student and scholar. Please be aware that each student/scholar is ultimately responsible for the accuracy of his/her income tax returns and any resulting penalties or interest.

**Deadline to file tax forms: April 15, 2009.**

Every person filing a tax report must have either a Social Security Number or an ITIN number. ITIN numbers can be obtained from the Tallahassee IRS office in the City Center Building Downtown:

227 N. Bronough St. Suite 1019

Phone: (850) 942-8995.

Office hours: Mon-Fri, 8:30 to 4:30

closed for lunch from 12:00 noon to 1:00 pm

**TAX Workshop for FSU International Students/Scholars**  
**Feb. 26 from 3 – 5 pm**  
**Student Services Bldg. 208**  
**Register for this workshop:**  
<http://ic.fsu.edu/eventsandworkshops.cfm>

The International Center is pleased to again offer CINTAX - a Non-Resident Alien Tax Preparation software. CINTAX is a web-based software program with step-by-step, easy-to-follow instructions that will help you prepare the tax forms you need to file for your particular tax situation.

**WHO CAN USE THIS SOFTWARE:**

You are eligible to use this software if you are:

- A. A current FSU degree-seeking student
- B. A current FSU research scholar
- C. A former FSU student or scholar who was earning a degree or doing research at FSU in 2008 or engaged in Optional Practical Training or Academic Training.

**WHAT YOU NEED TO DO:**

**If you were not employed and did not earn any wages in 2008:**

A Nonresident alien who **DID NOT** receive any **income** during 2008 and was present in the U.S. under F-1, F-2, J-1, J-2 immigration status **MUST file Form 8843** "Statement for Exempt Individuals and Individuals With a Medical Condition".

**If you were employed and earned income in 2008:**

**STEP 1: Gather all the required documents BEFORE you begin.**

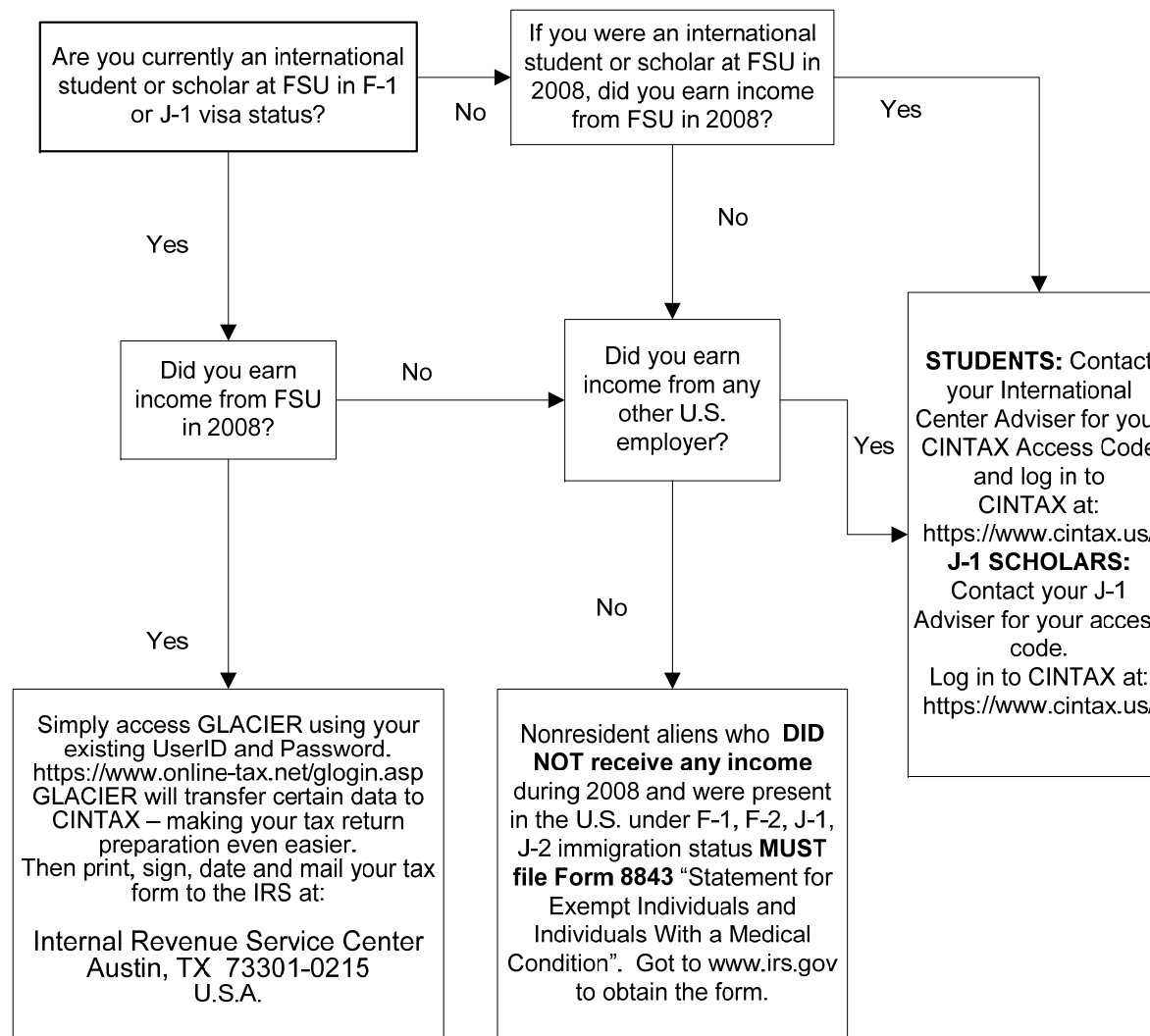
- Visa/Immigration Status information;
- Passport to confirm U.S. Entry and Exit Dates for current and past visits to the U.S.;
- Form I-20, if F status individual;
- Form DS-2019, if J status individual;
- Social Security Number (if you have been assigned one); or Individual Taxpayer Identification Number
- Address (Current U.S. and Foreign Address);
- Form W-2 (for wages earned from work);
- Scholarship/fellowship grant letter you may have received (if any); and
- A copy of your 2007 federal income tax return (Form 1040NR or 1040NR-EZ), if you filed a federal income tax return last year.
- 1042-S and/or 1099 (if you received non-duty scholarship or have tax treaty benefits);

**STEP 2: Go to the University of Texas at Austin website and use their tool to determine if you are a Resident Alien or Non Resident Alien FOR TAX PURPOSES ONLY.**

<http://www.utexas.edu/international/taxes/status.html>

**STEP 3: If you are a Resident for Tax Purposes, you cannot use CINTAX to file your tax returns. Please visit the IRS website for forms, instructions and information, or go to our Tax Workshop on Feb. 26.**

If you are a **Non-Resident for Tax Purposes**, follow the flowchart below:



**IMPORTANT NOTES:**

1. Access to this software is for FSU students and scholars ONLY. Please do not share it with those not affiliated with FSU.
2. After completion of your tax forms in CINTAX, you must print, sign and date the form. Then mail the form to the IRS.
3. Students who have a non-duty scholarship or are eligible for tax treaty benefits will get a Form 1042-S. **DO NOT file your taxes until you have received the 1042-S** from FSU Payroll Services. The form was sent on January 27 to the same address/department that your W-2 form was sent to.
4. Individual licenses are also available from Arctic International. The cost of an Individual Use license is \$39 and allows a foreign national individual to complete his or her Form 1040NR or 1040NR-EZ, along with Form 8843 and Form W-7 for himself/herself and any dependents (if applicable).