Edgewood College employees, including Center for Global Education staff, DO NOT provide individual assistance or advice to students about their tax returns.

This handout is only a guide and is not meant to provide detailed information about all income tax regulations. It should not be construed as legal advice. You should read carefully the Wisconsin State Department of Revenue and U.S. Internal Revenue Service's instructions on filing tax forms. You are responsible for properly filing of income tax forms and should seek assistance from the resources listed in this handout as you see fit.

All international students must submit ("file" is the term commonly used) tax information to the U.S. government concerning themselves and their dependents each and every year that they reside in the United States.

Determine Your Residency Status for Tax Purposes

Students with F-1 and J-1 visas will have one of three statuses for tax purposes:

- Resident alien
- Nonresident alien or
- Dual-status alien.

Read "Determining Alien Tax Status" published by the U.S. Internal Revenue Service (IRS) to determine which tax status you have. <u>http://www.irs.gov/Individuals/International-Taxpayers/Determining-Alien-Tax-Status</u>

Each status listed above has different filing requirements. This handout focuses on filing requirements for nonresident aliens.

Note: If you are a nonresident alien for federal tax purposes for the entire taxable year, you are also considered a nonresident of Wisconsin for state tax purposes.

If you DID NOT EARN U.S. income or you earned less than \$4,000.00 USD in 2016

You may only need to file Federal IRS Form 8843 by June 15, 2017

Form 8843: <u>https://www.irs.gov/pub/irs-pdf/f8843.pdf</u> (instructions included in the form)

If your employer withheld money from your paycheck for taxes, you can file IRS Form 1040NR or Form 1040NR-EZ in addition to Form 8843 if you want to receive a refund.

If you <u>EARNED</u> U.S. income in the amount of \$4,050.00 USD or more or if you received any amount of U.S. sourced scholarships, fellowships, prizes, awards, or dividends in 2016...

1. Federal Government (IRS)

You are required to file the federal **Form 1040NR-EZ** or **Form 1040NR** (additional information below) if you received a salary or wages in the amount of \$4,050 or more, or any amount of scholarships, fellowships, prizes, awards or dividends. You are also required to attach **Form 8843** with your 1040NR or 1040-EZ by <u>April 18, 2017</u>. (See the link above to access Form 8843.)

Use Form 1040NR-EZ instead of Form 1040NR if <u>ALL</u> of the following statements are true:

- \Box No dependents are claimed
- □ The taxpayer cannot be claimed as a dependent on another U.S. tax return
- \Box No exemption is claimed for a spouse
- \Box Taxable income is under \$100,000

- \Box The only itemized deduction is state and local income tax. Residents of India who were students may have an exception.
- □ The only U.S. sources of income were wages, salaries, tips, taxable refunds of state and local income taxes, scholarships or fellowship grants, and nontaxable interest or dividends. (If you had taxable interest or dividend income, you cannot use this form).
- □ The only adjustment to income is the student loan interest deduction or scholarship exclusion
- \Box No tax credits are claimed
- \Box This is not an "expatriation return."
- □ The only taxes owed are income tax, social security and Medicare tax from Form 4137 or Form 8919.
- \Box You are not claiming a credit for excess social security and tier 1 RRTA tax withheld.
- □ You are not filing Form 8959, to figure the amount of Additional Medicare Tax you owe and/or the amount of Additional Medicare Tax withheld by your employer, if any.

Form 1040NR-EZ: <u>https://www.irs.gov/pub/irs-pdf/f1040nre.pdf</u> Form 1040NR-EZ—Instructions: <u>https://www.irs.gov/pub/irs-pdf/i1040nre.pdf</u>

Form 1040NR: <u>https://www.irs.gov/pub/irs-pdf/f1040nr.pdf</u> Form 1040NR—Instructions: <u>https://www.irs.gov/instructions/i1040nr/</u>

2. State of Wisconsin

You are also required to file the Wisconsin **Form 1NPR** if your Wisconsin gross income (or the combined gross income of you and your spouse) for 2016 is \$2000 or more. Even if you made less than \$2000, it is possible that Wisconsin income tax was withheld from your wages or you paid an estimated tax. The only way *to get a refund* on that money is to file the Wisconsin return. File Form 1NPR by April 18, 2017.

Form 1NPR: <u>https://www.revenue.wi.gov/DORForms/2016-Form1NPR.pdf</u> Form 1NPR—Instructions: <u>https://www.revenue.wi.gov/DORForms/2016-Form1NPR_inst.pdf</u>

Social Security and Medicare Taxes for Nonresident Alien Students (F-1 students who have resided in the U.S. for less than 5 years, and J-1 Exchange Visitors who have resided within the U.S. less than two calendar years):

Nonresident Alien students, scholars, professors, researchers, and other aliens temporarily present in the United States in F-1 and J-1 status are exempt from Social Security and Medicare taxes on wages paid to them for services performed within the U.S. as long as such services are allowed by USCIS for these nonimmigrant statuses, and such services are performed to carry out the purposes for which such visas were issued to them.

- Exempt Employment includes:
 - On-campus student employment up to 20 hours a week (40 hours during summer vacations).
 - Off-campus student employment allowed by USCIS.
 - Practical Training student employment on or off campus.
 - Employment as professor, teacher or researcher.
- Limitations on exemption:
 - The exemption does not apply to spouses and children in F-2 or J-2 status.
 - The exemption does not apply to employment not allowed by USCIS or to employment not closely connected to the purpose for which the visa was issued.
 - The exemption does not apply to F-1 and J-1 nonimmigrants who change to an immigration status which is not exempt or to a special protected status.
 - The exemption does not apply to F-1 or J-1 nonimmigrants who become resident aliens.

Individual Taxpayer Identification Numbers

You may need an Individual Taxpayer Identification Number known as an ITIN if you had U.S. source income in 2016 but are not eligible for a social security number. Some examples of U.S. source income include but are not limited to: receipt of a grant, fellowship, or scholarship; interest from stock options, lottery, or gambling winnings; other types of non-wage income.

Your spouse and/or dependents may need ITIN(s) if you had U.S. source income in 2016 and your country has a tax treaty that allows you to include your spouse and/or dependents on your tax form.

If you or one of your dependents needs to apply for an ITIN, contact Sara Friar for assistance. For more information about ITINs: <u>http://studyinthestates.dhs.gov/schools/itin</u>

U.S. Tax Treaties with Other Countries

The U.S. has income tax treaties with some countries. These treaties might mean that citizens of a particular country have reduced tax rates or possibly complete exemption from U.S. income tax. See link below for a list of countries who have income tax treaties with the U.S. and for more information on this topic.

U.S. Income Tax Treaties: <u>http://www.irs.gov/Businesses/International-Businesses/United-States-Income-Tax-Treaties---A-to-Z</u>

*Note: Income that is exempt under a tax treaty for federal income tax purposes is also exempt for Wisconsin tax purposes.

Links to Tax Resources

Sprintax: Self-Prep Tax Service (specializes in international student tax filing)

https://www.sprintax.com/

- Helps if you are resident or non-resident for US tax purposes.
- Assists with completing your US Federal and State of Wisconsin income tax returns.
- Determines what international tax treaties are relevant to your individual circumstances
- Chooses all relevant personal allowances, credits and income tax deductions for you

IRS (Federal Government) www.irs.gov

Federal Publications:

Pub 515 – Withholding of Tax on Nonresident Aliens: <u>https://www.irs.gov/pub/irs-pdf/p515.pdf</u> Pub 519 – US Tax Guide for Aliens: <u>https://www.irs.gov/pub/irs-pdf/p519.pdf</u> Pub 901 – US Tax Treaties: <u>https://www.irs.gov/pub/irs-pdf/p901.pdf</u>

Foreign Students & Scholars page:

www.irs.gov/businesses/small/international/article/0,,id=96431,00.html Foreign Student Tax Course: www.irs.gov/app/vita/foreign_student.jsp

State of Wisconsin:

Wisconsin State Department of Revenue Website: <u>www.revenue.wi.gov</u>

Wisconsin Publication 122: Tax Information for Part-Year Residents and Non-Residents of Wisconsin for 2016: <u>http://www.revenue.wi.gov/pubs/pb122.pdf</u>

Local IRS and WI Department of Revenue Offices:

IRS –Madison office: - for assistance on Federal filing requirements 1242 Fourier Drive, Madison, WI 53717 Open for tax payer assistance from 8:30am-12:00pm and 1:00-4:30pm, Monday – Friday. Phone: 608-829-5827 IRS - Assistance (toll free) 1-800-829-1040 IRS - Forms (toll free) 1-800-829-3676

IRS –Milwaukee office: - for assistance on Federal filing requirements

211 W. Wisconsin Ave. Milwaukee, WI 53203 Open for tax payer assistance from 8:30am - 4:30pm, Monday – Friday. Phone: 414-231-2100 Services can be found at: <u>http://www.irs.gov/uac/Services-Provided-ONE</u>

Wisconsin State Department of Revenue - for assistance on State of WI filing requirements

2135 Rimrock Rd., Madison, WI 53713
**Offer a walk-in service to assist in completing the WI State tax return. Walk in the building and go left to the customer service desk. Bring your completed federal tax return forms with you.
Hours: 7:45am - 4:30pm Monday through Friday
Phone: 608-266-2772
Services Contact: http://www.revenue.wi.gov/contactus/customerservice.html
Email: https://www.revenue.wi.gov/Internet/dorhelp.html?subject=income

Frequently Asked Questions:

Question 1: What should I do with documents in the mail marked "IMPORTANT TAX INFORMATION"?

- Answer: When you receive such documents, do NOT throw them away. Keep them! You will need these documents to file your annual income tax return. The following are some of the forms you may receive:
 - W-2: If you had income earned in the U.S. last year, you should receive a W-2 from each employer. (Edgewood will have your W-2 form available in mid-January for pick-up in the Business Office. If you don't pick it up by January 30, they will mail it to your address on file at Edgewood.)
 - **1099-MISC:** If you had income earned in the U.S. last year, you may receive a 1099-MISC from your employer instead of a W-2.
 - 1098T: If you are filing as a Non-Resident you can IGNORE the 1098-T Form since you are not eligible for any of the educational tax credits. For more information, review IRS Publication 970: <u>https://www.irs.gov/pub/irs-pdf/f1098t.pdf</u> (form) <u>https://www.irs.gov/pub/irs-pdf/i1098et.pdf</u> (instructions)
 - **1042-S**: If you received U.S. income last year and you are from a country that has a tax treaty with the U.S. <u>and</u> you filed for tax treaty benefits, or you received compensation classified as Income Code 15, you should receive a 1042-S statement.
 - **1099-INT**: If you have an interest bearing checking or savings account and your banking institution did not know you were a non-resident last year, you should receive Form 1099-INT showing total interest earned on your account last year.
- **Question 2:** I had investment income (stocks, mutual funds, bonds or real estate) last year. How can I find out my tax liability?

Answer: You may want to seek help from a professional tax preparer.

NOTE: It is important that you make photocopies of all completed forms before you file them!