



Foreign National Information Form

This Form must be completed before you can receive any form of payment from the University of Hawaii Foundation

Section A. PERSONAL INFORMATION

| | | | |
|--|--------------------------------------|-----------------|--|
| 1. General Information | | | |
| Last Name | First | Middle | US Social Security Number or ITIN Number |
| Country of Citizenship | Country of Residence for Tax Purpose | | E-Mail Address |
| [FOR NON-UH PERSONNEL] | | | |
| Are you a PostDoc ? <input type="checkbox"/> YES <input type="checkbox"/> NO | | | |
| Are you employed anywhere? <input type="checkbox"/> YES <input type="checkbox"/> NO If you answered "YES", please provide your employer's information: | | | |
| Employer's Name | Number & Street | City / Province | State Postal Code |
| 2. US Mailing Address | | | |
| Number and Street | City | | State Zip Code |
| 3. Foreign Mailing Address | | | |
| Number and Street | City/Province | | Country Postal Code |

Section B. US IMMIGRATION ACTIVITY

| 1. Current Visa Status | | | | | |
|--|---|--|--|--|--|
| Date of US Entry | Expiration Date of Current Visa | Intended Length of Stay (Days) | Anticipated Departure Date | | |
| Current Visa Type (check appropriate box): | | | What is the primary purpose of the visit? (check appropriate box) | | |
| <input type="checkbox"/> F-1 Student <input type="checkbox"/> J-1 Student <input type="checkbox"/> J-1 Visitor (Non-Student) <input type="checkbox"/> B-1/WB Visitor for Business <input type="checkbox"/> B-2/WT Visitor for Pleasure (Tourist) <input type="checkbox"/> Other INS Classification (list status): | | | <input type="checkbox"/> Studying/Training/Research in a Degree Program <input type="checkbox"/> Studying/Training/Research in a Non-Degree Program <input type="checkbox"/> Training/Research as a Post-Doctoral Fellow <input type="checkbox"/> Providing Service as an Independent Contractor (e.g., consulting, conducting a workshop, etc.) <input type="checkbox"/> Other: | | |
| 2. Is this the first time you have entered the United States? <input type="checkbox"/> YES <input type="checkbox"/> NO | | | | | |
| 3. Past Visa History | | | | | |
| Provide the number of days you were or will be physically present in the United States. Note: Calendar year refers to the period January 1 - December 31. | | | | | |
| Calendar Year | Enter Visa Type/INS classification held while present in the US during the listed calendar year | Enter period(s) when you were or will be physically present in the US during the listed calendar year. (list dates as mm/dd/yy, e.g., 01/01/12 – 12/31/12) | Number of days present in the United States? | Are you leaving the US this year? | Have you taken any treaty benefits during the listed year? |
| 2023 | | | | <input type="checkbox"/> YES <input type="checkbox"/> NO | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| 2022 | | | | | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| 2021 | | | | | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| 2020 | | | | | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| 2019 | | | | | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| 2018 | | | | | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| 2017 | | | | | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| 2016 | | | | | <input type="checkbox"/> YES <input type="checkbox"/> NO |

4. Please list all F, J, M or Q Visas since January 1, 1985 not listed in Section B, 3.

| Calendar Year | Enter Visa Type/INS classification held while present in the US during the listed calendar year | Enter period(s) when you were physically present in the US during the listed calendar year. (list dates as mm/dd/yy, e.g., 01/01/12 – 12/31/12) | Number of days present in the United States? | Are you leaving the US this year? | Have you taken any treaty benefits during the listed year? [] YES [] NO |
|---------------|---|--|--|-----------------------------------|--|
| | | | | | [] YES [] NO |
| | | | | | [] YES [] NO |
| | | | | | [] YES [] NO |
| | | | | | [] YES [] NO |
| | | | | | [] YES [] NO |

Section C. Tax Status Determination

STEP 1: Complete the Substantial Presence Test (SPT) by completing the table below.

For F, J, M or Q Visa holders, please note the following:

- For F, J, or M Student Visa holders: Do NOT count any days during your first 5 years in the United States in which you held an F, J, or M student visa.
- For J or Q Non-Student Visa holders: Do NOT count any days during your first 2 years in the previous 6 years in the United States in which you held a J or Q Non-Student visa.

| CALENDAR YEAR | ENTER TOTAL NUMBER OF DAYS YOU WERE OR WILL BE PRESENT IN THE UNITED STATES FOR EACH YEAR (A) | RATIO (B) | CALCULATE TOTAL NUMBER OF DAYS TO COUNT FOR EACH YEAR (A X B) |
|---------------|--|------------------------|--|
| 2022 | | 1 | |
| 2021 | | 1/3 | |
| 2020 | | 1/6 | |
| | | TOTAL # OF DAYS | |

STEP 2: Please answer the following questions:

- A.** Does the TOTAL NUMBER OF DAYS TO COUNT for the current calendar year equal to 31 days or more? [] YES [] NO
- B.** Does the TOTAL # OF DAYS for all three years equal to 183 days or more? [] YES [] NO

STEP 3: Determine your tax status:

- If you marked "YES" to both questions A and B, then you passed the Substantial Presence Test and will be treated as a **RESIDENT ALIEN (RA) FOR TAX PURPOSES** for this calendar year.
- If you marked "No" to one or both questions, then you did not pass the Substantial Presence Test and will be treated as a **NONRESIDENT ALIEN FOR TAX PURPOSES** for this calendar year. All Payments made to Nonresident Aliens are subject to US federal tax withholding at a statutory rate of 30%.

Section D. CERTIFICATION OF INFORMATION PROVIDED ON THIS FORM

Under penalties of perjury, I certify the information entered above is correct; and if a reduced rate of exemption from tax applies, I further certify that I have complied with all tax treaty requirements to qualify for the reduced rate. (For Resident Aliens, IRS has not notified me of backup withholding.)

Signature:

Date: