

# Introduction to Nonresident Tax Filing in the United States (Federal Taxes)

For 2025 Tax Year

International Students and Scholars (ISS) Office  
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*This does not constitute as legal advice.*



## **Important Note:**

**We are not tax experts.**

**We cannot give tax advice.**

**This meeting will not be recorded and we do not authorize  
any third party recordings of this meeting.**

**For specific help, please speak with a tax expert.**

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# Useful U.S. Tax Terms

# Useful U.S. Tax Term

- **IRS (Internal Revenue Service):** U.S. federal tax collection agency
- **Income Tax Return:** Tax forms that you complete to report income and other tax information and submit to the IRS.
- **Tax Residency:** This determines how you file taxes. You may file as either:
  - Nonresident for tax purposes or
  - Resident for tax purposes
- **GLACIER Tax Prep (GTP):** GTP is an online income tax filing software designed for international students and scholars who are considered nonresidents for tax filing purposes.

# Important Tax Dates

# Important Tax Dates

**Federal Tax Deadline for 2025 tax year for those with income:**

- April 15, 2026

**California State Tax Deadline for 2025 tax year:**

- April 15, 2026

# Do I Have to File U.S. Tax Forms?

# Do I Have to File U.S. Tax Forms?

**2025**

Were you present in the U.S. in 2025 in F or J status?

**2026**

If you were present in 2025, you must file tax forms. You must file even if you were in the U.S. for part of the year or if you did not have income.

If you were NOT present in 2025, then you do not need to file tax forms for 2025.

# Do I Have to File U.S. Tax Forms?

- If you are in F or J status and were present in the U.S during the 2025 calendar year, you are required to complete **Form 8843** - regardless of income or days of presence.
- If you earned income or received taxable income over \$0, you will have a federal filing requirement.
- Depending on your tax situation in 2025, you may be required to file:
  1. **U.S. Federal Tax Return**
  2. **State Income Tax Return**

# Form 8843

Minimum filing requirement for those in F or J status present in the U.S. in 2025

- [Form 8843](#)

**Form 8843** Statement for Exempt Individuals and Individuals With a Medical Condition For use by alien individuals only. OMB No. 1545-0074

Go to [www.irs.gov/Form8843](http://www.irs.gov/Form8843) for the latest information. **2024**

Department of the Treasury Internal Revenue Service For the year January 1—December 31, 2024, or other tax year beginning , 2024, and ending , 2024. Attachment Sequence No. 102

Your first name and initials Last name Your U.S. taxpayer identification number (TIN), if any

Address in country of residence Address in the United States

**Part I General Information**

1a Type of U.S. visa (for example, F, J, M, Q, etc.) and date you entered the United States: \_\_\_\_\_

b Current nonimmigrant status. If your status has changed, also enter date of change and previous status. See instructions. \_\_\_\_\_

2 Of what country or countries were you a citizen during the tax year? \_\_\_\_\_

3a What country or countries issued you a passport? \_\_\_\_\_

b Enter your passport number(s): \_\_\_\_\_

4a Enter the actual number of days you were present in the United States during:

2024	2023	2022
------	------	------

b Enter the number of days in 2024 you claim you can exclude for purposes of the substantial presence test: \_\_\_\_\_

**Part II Teachers and Trainees**

5 For teachers, enter the name, address, and telephone number of the academic institution where you taught in 2024: \_\_\_\_\_

6 For trainees, enter the name, address, and telephone number of the director of the academic or other specialized program you participated in during 2024: \_\_\_\_\_

7 Enter the type of U.S. visa (J or Q) you held during: \_\_\_\_\_ 2018 \_\_\_\_\_ 2019 \_\_\_\_\_  
2020 \_\_\_\_\_ 2021 \_\_\_\_\_ 2022 \_\_\_\_\_ 2023 \_\_\_\_\_ If the type of visa you held during any of these years changed, attach a statement showing the new visa type and the date it was acquired.

8 Were you exempt as a teacher, trainee, or student for any part of 2 of the preceding 5 calendar years (2018 through 2023)?  Yes  No

If you checked the "Yes" box on line 8, you cannot exclude days of presence as a teacher or trainee unless you meet the Exception explained in the instructions.

**Part III Students**

9 Enter the name, address, and telephone number of the academic institution you attended during 2024: \_\_\_\_\_

10 Enter the name, address, and telephone number of the director of the academic or other specialized program you participated in during 2024: \_\_\_\_\_

11 Enter the type of U.S. visa (F, J, M, or Q) you held during: \_\_\_\_\_ 2018 \_\_\_\_\_ 2019 \_\_\_\_\_  
2020 \_\_\_\_\_ 2021 \_\_\_\_\_ 2022 \_\_\_\_\_ 2023 \_\_\_\_\_ If the type of visa you held during any of these years changed, attach a statement showing the new visa type and the date it was acquired.

12 Were you exempt as a teacher, trainee, or student for any part of more than 5 calendar years?  Yes  No

If you checked the "Yes" box on line 12, you must provide sufficient facts on an attached statement to establish that you do not intend to reside permanently in the United States.

13 During 2024, did you apply for, or take other affirmative steps to apply for, lawful permanent resident status in the United States or have an application pending to change your status to that of a lawful permanent resident of the United States?  Yes  No

14 If you checked the "Yes" box on line 13, explain: \_\_\_\_\_

For Paperwork Reduction Act Notice, see instructions. Civ. Inv. 172274 Form 8843 (2024)

# Determining Residency for Tax Purposes

# Determining Tax Residency

Why do I need to determine my residency for tax purposes?

- Your tax residency determines how you are taxed and what forms are required. Tax residency is separate from your immigration status.

## Determining Tax Residency

- You can determine your tax residency by answering a few questions on the **GLACIER Tax Prep (GTP) Software.**
  - Nonresident
  - Resident

# Nonresident for Tax Purposes

- Most international students/scholars in F/J status are nonresidents for tax filing purposes.
- If you are an F or J student, you will be considered a nonresident for tax purposes for the first 5 calendar years in the U.S.
- If you are a J scholar, you will be considered a nonresident for tax purposes for 2 out of the last 6 years in the U.S.
- You can use **GLACIER Tax Prep (GTP)** to easily determine your tax residency status.
- As a nonresident for tax purposes, you may continue to use GTP to complete your federal tax forms.

# Nonresident Dependents

- Unfortunately nonresidents cannot file a joint tax return with their dependents (spouse or children) who are nonresidents for tax purposes.
- If the dependent is also a nonresident for tax purposes, they must file separately.



# Substantial Presence Test

- If you have been in the U.S. for longer than the 5 year or 2 year period, you can use the [Substantial Presence Test](#) to determine your tax residency status.
- To meet this test, you must be physically present in the United States (U.S.) on at least:
  - 31 days during the current year, and
  - 183 days during the 3-year period that includes the current year and the 2 years immediately before that, counting:
    - All the days you were present in the current year, and
    - 1/3 of the days you were present in the first year before the current year, and
    - 1/6 of the days you were present in the second year before the current year.

## Me, after reading all that...



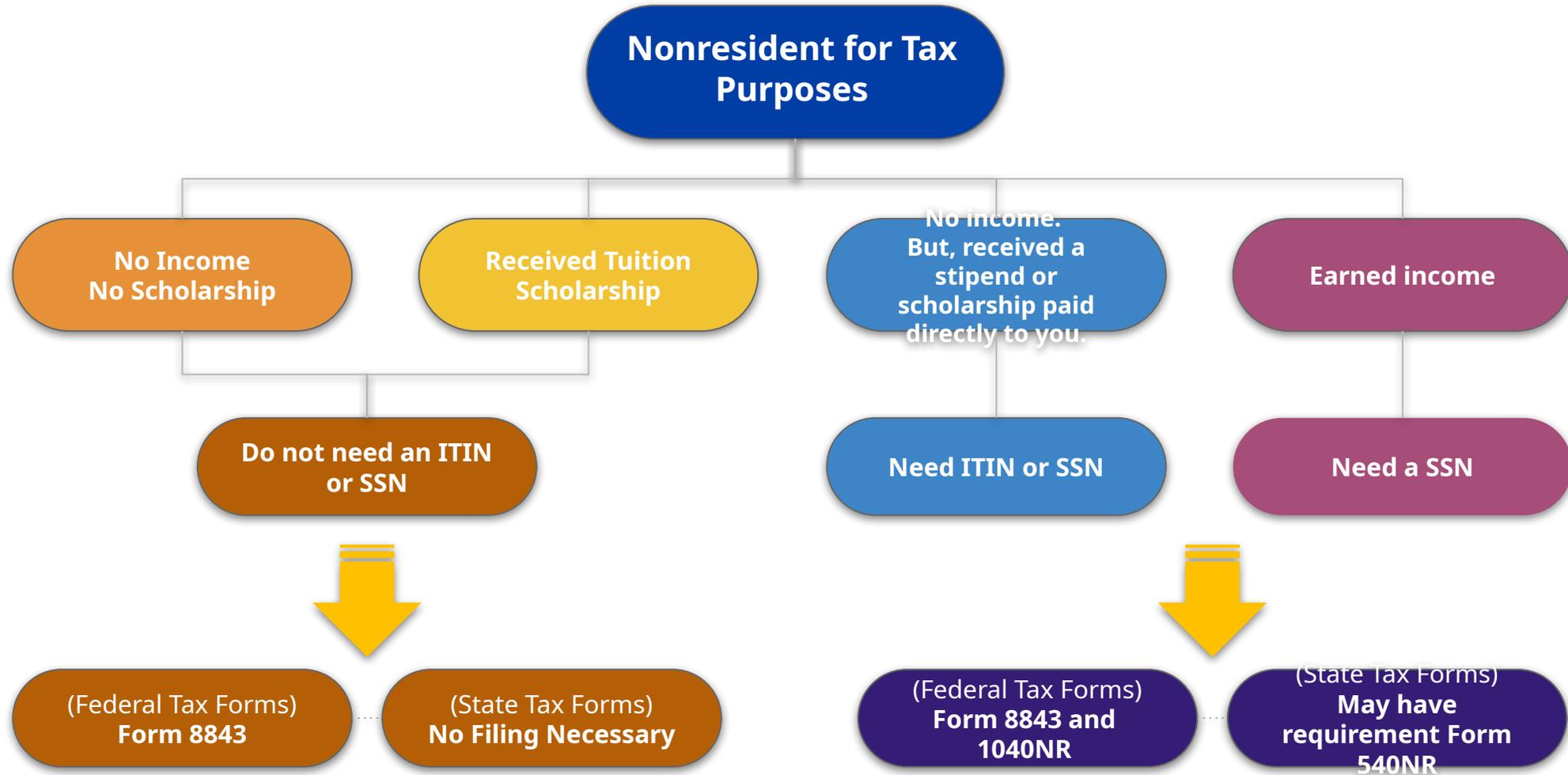
Thankfully, you can easily use **GLACIER Tax Prep (GTP) software** to get an accurate determination of your tax residency status.

# Resident for Tax Purposes

- If **GLACIER Tax Prep (GTP)** determines that you are a resident for tax purposes, you will be taxed like a U.S. citizen and resident.
- Residents for tax purposes may use online tax services like TurboTax, H&R Block, etc.

# Tax Forms to File as a Nonresident

# U.S. Tax Flowchart for Nonresidents for Tax Purposes



\*NR = nonresident

**Disclaimer:** This flowchart is provided as a guide and does not constitute as legal tax advice. For specific tax questions, please consult with a certified nonresident tax professional.

# No U.S. Income in 2025?

- Nonresident for tax purposes
- No U.S. income in 2025
- No Scholarship

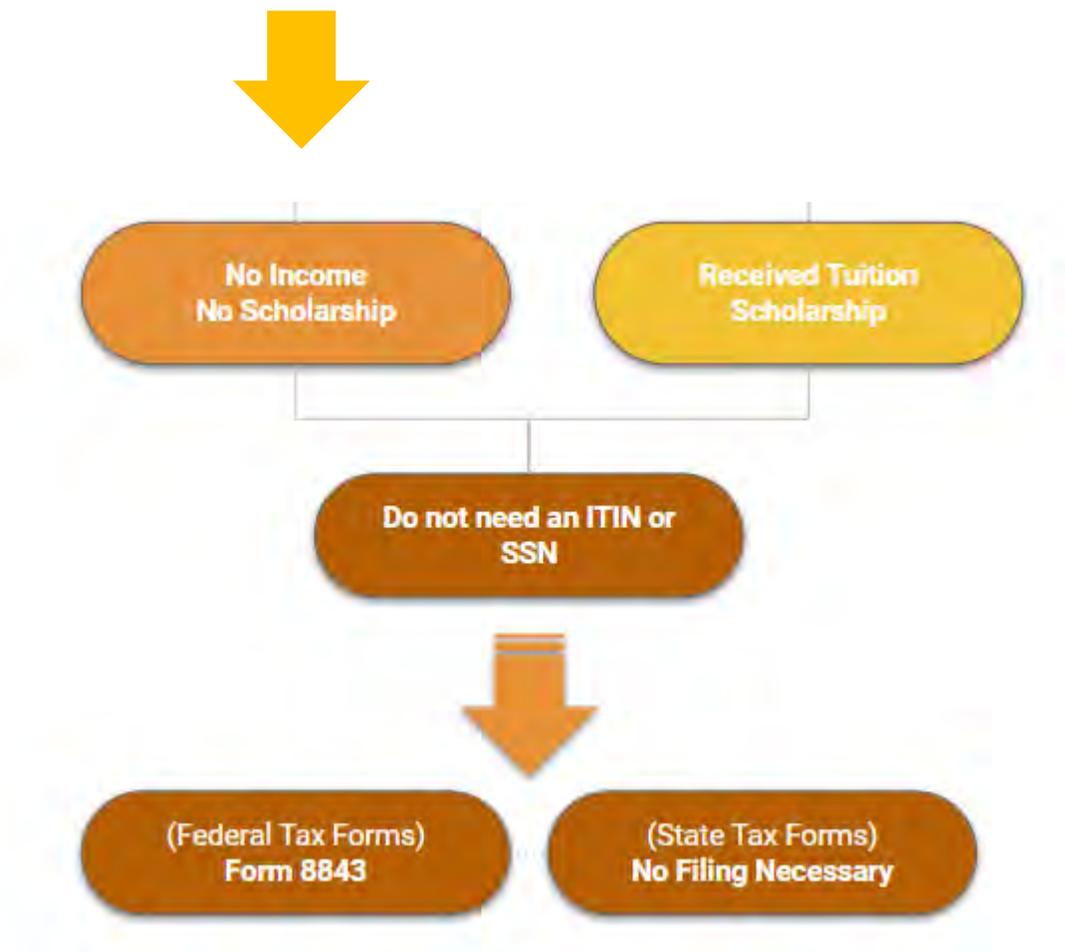
*You will need to complete:*

## Federal Tax Form

- Form [8843](#)

## State Tax Form

- No Filing Necessary



# Scholarship applied directly to tuition and fees?

- Nonresident for tax purposes
- No U.S. Income in 2025
- No stipend or fellowship money
- Fellowship or scholarship is applied directly to tuition/fees.

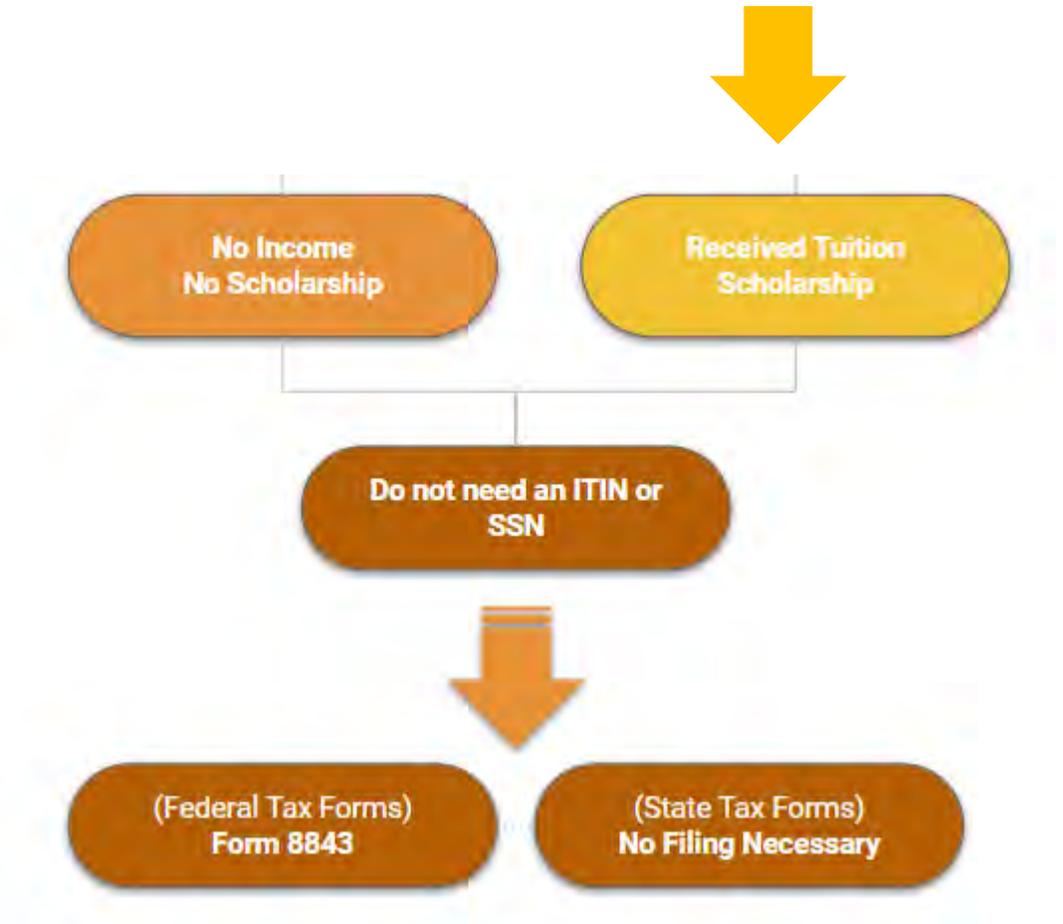
***You will need to complete:***

## **Federal Taxes**

- Form [8843](#)

## **State Taxes**

- No Filing Necessary



# Scholarship or stipend paid directly to me?

- Nonresident for tax purposes
- No U.S. Income in 2025
- Fellowship, scholarship, or stipend paid directly to you

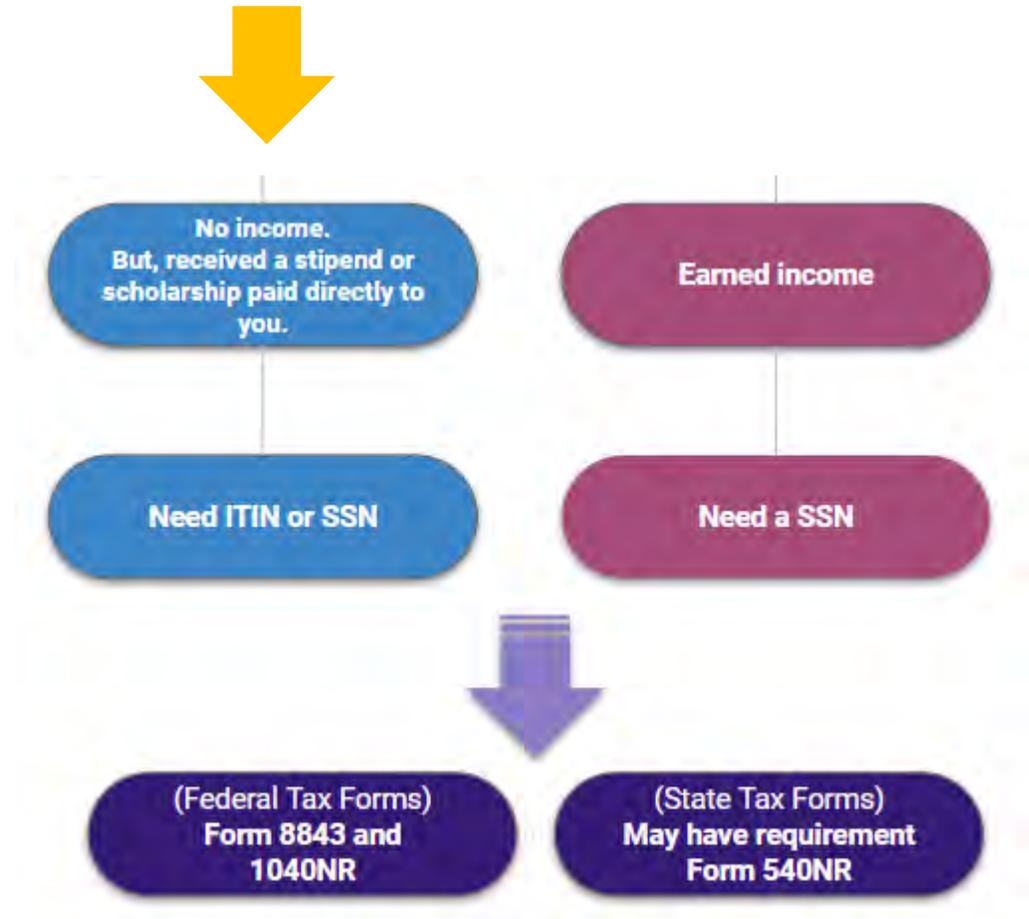
***You will need to complete:***

## **Federal Taxes**

- Form [8843](#) and [1040NR](#)

## **State Taxes**

- May have filing requirement
  - File [540NR](#)



# U.S. income in 2025?

- ❑ Nonresident for tax purposes
- ❑ Earned U.S. Income in 2025

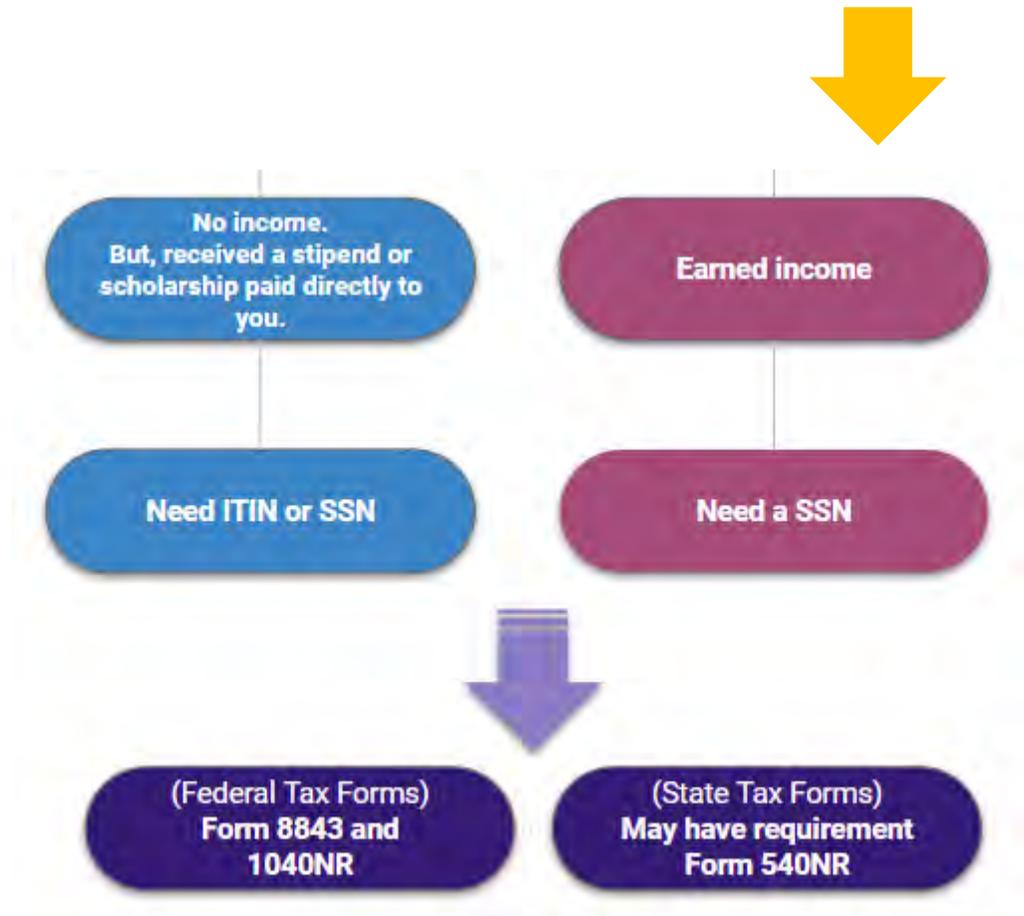
***You will need to complete:***

## Federal Taxes

- Form [8843](#) and [1040NR](#)

## State Taxes

- May have filing requirement
  - File [540NR](#)



# Before Filing Federal Tax Forms

## Remember

Remember to file your taxes correctly.

- Nonresidents for tax purposes should **not** use online tax services like TurboTax
- Nonresidents for tax purposes can use GLACIER Tax Prep (GTP) or Sprintax to complete federal tax forms
- [Sprintax](#) can be used to file State taxes. You must use the link on our website to file State taxes separately via Glacier.



# GLACIER vs. GLACIER Tax Prep (GTP)

## GLACIER

- **Not everyone will have a Glacier account.**
- **Who will have a GLACIER account?**
  - Employed with UCR
  - Scholarship or Fellowship payments
  - Stipend
  - Athletes
- **What is GLACIER used for?**
  - It is used to determine the following:
    - Correct taxation on wages
    - Tax Treaty
    - Any withholdings
- **Can you use GLACIER for tax forms?**
  - No, GLACIER cannot help prepare tax forms
- **Can I access GTP?**
  - Yes. If you have a GLACIER account, you will have automatic access to GLACIER Tax Prep (GTP) for the tax season.

## GLACIER Tax Prep (GTP)

- **What is GLACIER Tax Prep (GTP)?**
  - Online Software to help prepare tax forms for only nonresidents
  - Free for all UCR-affiliated international students, scholars, and dependents
  - Helps determine your tax residency status
    - Nonresident or Resident tax status
- **What taxes does it help with?**
  - It helps complete Federal Taxes for nonresidents. It does NOT help with State taxes.
- **How do I get access?**
  - If you have Glacier account, then automatic access to GTP
  - If no Glacier account, then must request Access Code from ISS office

# Getting Access to GLACIER Tax Prep (GTP)

## Two ways to access GTP:

### 1. Through your GLACIER Account

- a. Some students and scholars may have a GLACIER account. You can access GLACIER Tax Prep automatically through your GLACIER account.

### 2. Requesting a GTP Access Code

# Getting Access to GTP Cont.

If you do not have a GLACIER account and need access to GLACIER Tax Prep (GTP):

- You can request a GTP access code by emailing **internationalstudents@ucr.edu**
- Must request an access code each year
  - If you used GTP last year, you will need to request for a new access code for 2025 tax year.

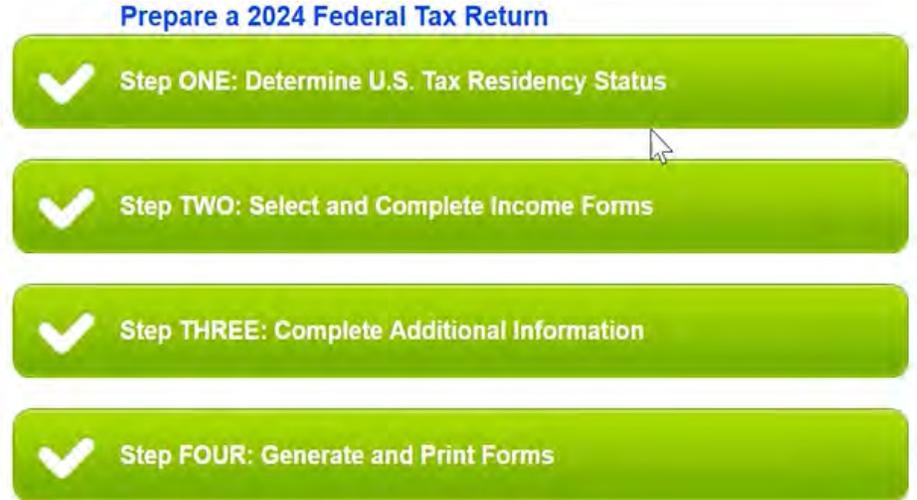
# Upcoming GTP Workshops

## GTP Session Schedule (**All times ET**)

- **Feb 26:** 3:05 PM – 4:00 PM
- **Mar 06:** 10:05 AM – 11:00 PM
- **Mar 10:** 2:05 PM – 3:00 PM
- **Mar 19:** 2:05 PM – 3:00 PM
- **Mar 27:** 11:05 AM – 12:00 PM
- **April 01:** 4:05 PM - 5:00 PM
- **April 06:** 12:05 PM - 1:00 PM
- **April 10:** 6:05 PM - 7:00 PM
- **April 13:** 1:05 PM - 2:00 PM
- **June 11:** 1:05 PM - 2:00 PM

**Note:** All times are listed in **Eastern Time** (3 hours ahead of Pacific/California Time).

**How to Join:** Access the session directly through your **GTP portal**.



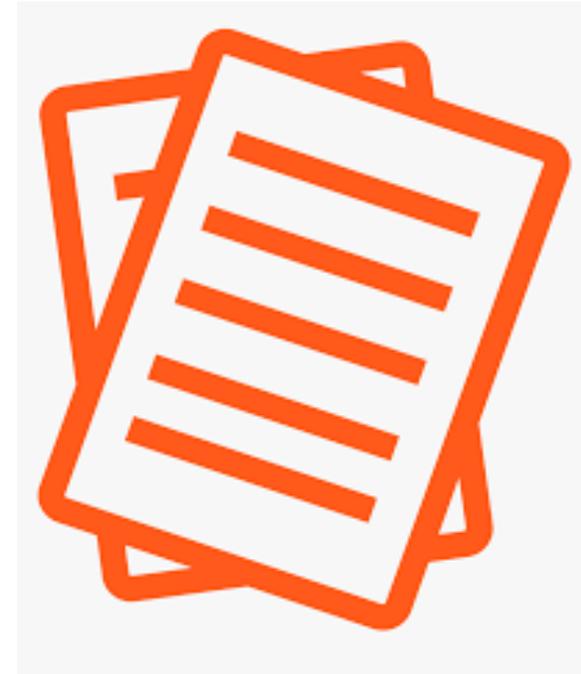
Prepare a 2024 Federal Tax Return

- ✓ Step ONE: Determine U.S. Tax Residency Status
- ✓ Step TWO: Select and Complete Income Forms
- ✓ Step THREE: Complete Additional Information
- ✓ Step FOUR: Generate and Print Forms

[FAQ and BLANK Tax Forms for Prior Years](#)  
[View/Print Prior Years' Tax Returns](#)  
[Change UserID and/or Password](#)  
[HELP!](#)  
[LIVE General Nonresident Alien Tax Information and GTP Q&A Sessions](#)  
[View GTP Tutorial Video](#)  
[Purchase a GTP Access Code to Prepare a Prior Year Federal Tax Return](#)  
[Activate New GTP Access Code](#)  
[Log Out](#)

# Documents to Gather Before Filing Taxes

- Passport
- Visa
- Immigration Documents (i.e. I-20, DS-2019)
- [I-94](#) or travel records (to and from the U.S.)
- Income Tax Documents
  - For example, 1042-S, W-2, or other tax documents.
- (If applicable) Social Security Number (SSN) or Individual Taxpayer Identification Number (ITIN)



# Tax Forms You May Receive

- **Form W-2:** A form that you will receive from your employer if you earned U.S. income.
- **Form 1098-T:** This form is issued by educational institutions in the United States to document educational expenses for each tax year. Nonresidents for tax purposes can disregard this form.
- **Form 1095-B:** (Health Coverage) This form reports the type of health insurance coverage you have, any dependents covered, and to verify that the plan has the minimum qualifying health insurance coverage. Nonresidents for tax purposes can disregard this form.

# Tax Forms You May Receive Cont.

- **Form 1099-INT:** (Interest Income) This form will show the interest that a student or scholar may receive on deposits in bank accounts. Nonresidents can disregard this form.
- **Form 1099-MISC:** (Misc. Income) This form shows misc. income including “independent contractor” income, rent or royalty payments received, prizes/awards received, etc.
- **Form 1042-S:** This form is issued to document taxable (non-service) scholarship, stipends or grant income in excess of tuition/fees and books/supplies. The form can also be used to document exempt income due to tax treaties.

# Who will receive a Form 1042-S from UCR?

**Form 1042-S** is used to report taxable federal payments and federal tax withholding relating to the following types of income received by U.S. nonresidents:

- Wage payments made to employees who have claimed tax treaty benefits.
- Tax reportable fellowship/scholarship income.
- Service payments made to independent contractors for work performed in the U.S.
- Royalty payments issued to individuals or entities.
- Non-employee prize or award payments.

# How can you access the 1042-S?

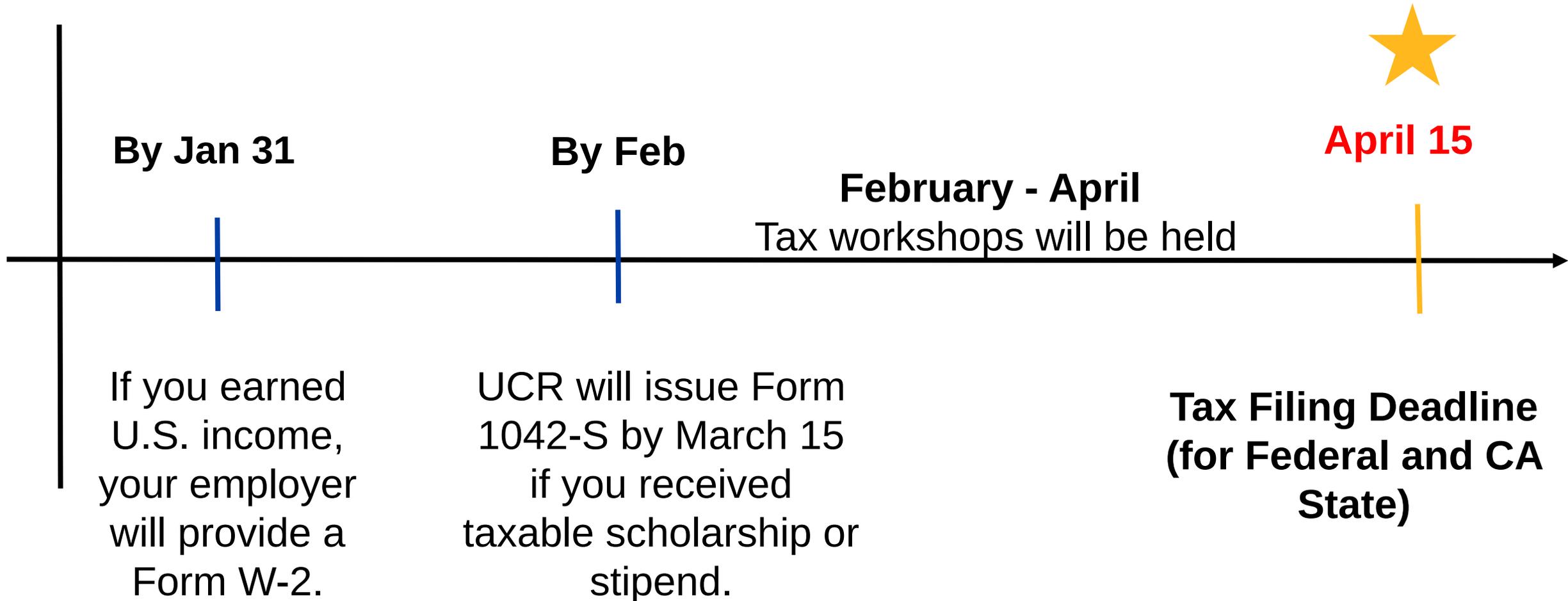
Some students and scholars may receive emails from our Glacier administrator ([support@online-tax.net](mailto:support@online-tax.net)) regarding their 1042-S and instructions to access GLACIER Tax Prep (GTP).

- If you need to receive a 1042-S and did not receive it by the end of February, please contact [NRAPaySupport@ucr.edu](mailto:NRAPaySupport@ucr.edu)

Form 1042-S is typically generated through your **GLACIER** account or your **UCPath**.

For more information, please visit the [UCR Accounting page](#).

# U.S. Tax Filing Timeline for 2025 Tax Year



# Completing Federal Tax Forms

# Federal Tax Forms You May File

- **Form 8843:** This form is filed to claim that an individual (including spouse or dependents) is a certain type of nonresident for tax purposes declaring exempt days. It is not an income tax return form.
- **Form 1040NR:** This form is filed by a nonresident that worked or engaged in business in the United States, qualify for a tax treaty, or have a more “complicated” U.S. sourced income such as self-employment, investments, sold or bought a home etc.

# Steps to File Federal Taxes

Open GLACIER Tax Prep Account

Determine Tax Residency

Collect Income Reporting Forms

Prepare Taxes through GTP

Sign, and Submit to IRS

**Existing GLACIER Users:** Log in to your account and click the GLACIER Tax Prep (GTP) link.

**New Users:** If you don't have an account, email [internationalstudents@ucr.edu](mailto:internationalstudents@ucr.edu) to request a GTP access code.

Once GTP is set up, it will help you determine if you are:

- Resident or
- Nonresident

For federal tax purposes only

Gather all your income reporting forms

GTP will help you prepare your 2024 NR Tax Return and Form 8843.

After the forms are completed through GTP, please:

Follow the instructions to sign and submit by the filing deadline.

# GLACIER Tax Prep (GTP)

## Glacier Tax Prep (DEMO)

**Name of Designated School Official:** Jennifer Gerardi

**Phone:** (951) 827-4113

**Name of Academic Institution:** University of California, Riverside

**Address:** 900 University Ave Riverside, CA 92521

# What if I made a mistake on my tax returns?

- File an amended tax return by filing Form 1040-X
- Follow instructions in GTP
- You can use this form if you:
  - made an error on your tax forms

**Form 1040-X** Department of the Treasury—Internal Revenue Service  
**Amended U.S. Individual Income Tax Return** OMB No. 1545-0047

(Rev. February 2024) Go to [www.irs.gov/Form1040X](http://www.irs.gov/Form1040X) for instructions and the latest information.

This return is for **calendar year** (enter year) or **fiscal year** (enter month and year ended)

Your first name and middle initial Last name Your social security number  
 If joint return, spouse's first name and middle initial Last name Spouse's social security number

Home address (number and street). If you have a P.O. box, see instructions. Apt. no. **Presidential Election Campaign**  
 Check here if you, or your spouse if filing jointly, didn't previously want \$3 to go to this fund, but now do. Checking a box below will not change your tax or refund.  You  Spouse

City, town, or post office. If you have a foreign address, also complete spaces below: State ZIP code  
 Foreign country name Foreign province/state/county Foreign postal code

**Amended return filing status.** You must check one box even if you are not changing your filing status. **Caution:** In general, you can't change your filing status from married filing jointly to married filing separately after the return due date.  
 Single  Married filing jointly  Married filing separately (MFS)  Head of household (HOH)  Qualifying surviving spouse (QSS)

If you checked the MFS box, enter the name of your spouse unless you are amending a Form 1040-NR. If you checked the HOH or QSS box, enter the child's name if the qualifying person is a child but not your dependent.

Enter on lines 1 through 23, columns A through C, the amounts for the return year entered above. Use Part II on page 2 to explain any changes.	A. Original amount reported or as previously adjusted (see instructions)	B. Net change—amount of increase or decrease (explain in Part II)	C. Correct amount
<b>Income and Deductions</b>			
1 Adjusted gross income. If a net operating loss (NOL) carryback is included, check here <input type="checkbox"/>	1		
2 Itemized deductions or standard deduction	2		
3 Subtract line 2 from line 1	3		
4a Reserved for future use	4a		
4b Qualified business income deduction	4b		
5 Taxable income. Subtract line 4b from line 3. If the result for column C is zero or less, enter -0- in column C	5		
<b>Tax Liability</b>			
6 Tax. Enter method(s) used to figure tax (see instructions):	6		
7 Nonrefundable credits. If a general business credit carryback is included, check here <input type="checkbox"/>	7		
8 Subtract line 7 from line 6. If the result is zero or less, enter -0-	8		
9 Reserved for future use	9		
10 Other taxes	10		
11 Total tax. Add lines 8 and 10	11		
<b>Payments</b>			
12 Federal income tax withheld and excess social security and tier 1 RRTA tax withheld. <b>If changing,</b> see instructions.	12		
13 Estimated tax payments, including amount applied from prior year's return	13		
14 Earned income credit (EIC)	14		
15 Refundable credits from: <input type="checkbox"/> Schedule 8812 Form(s) <input type="checkbox"/> 2439 <input type="checkbox"/> 4136 <input type="checkbox"/> 8863 <input type="checkbox"/> 8885 <input type="checkbox"/> 8962 or <input type="checkbox"/> other (specify):	15		
16 Total amount paid with request for extension of time to file, tax paid with original return, and additional tax paid after return was filed	16		
17 Total payments. Add lines 12 through 15, column C, and line 16	17		
<b>Refund or Amount You Owe</b>			
18 Overpayment, if any, as shown on original return or as previously adjusted by the IRS	18		
19 Subtract line 18 from line 17. (If less than zero, see instructions.)	19		
20 <b>Amount you owe.</b> If line 11, column C, is more than line 19, enter the difference	20		
21 If line 11, column C, is less than line 19, enter the difference. This is the amount <b>overpaid</b> on this return	21		
22 Amount of line 21 you want <b>refunded to you</b>	22		
23 Amount of line 21 you want <b>applied to your (enter year):</b> estimated tax   23	23		

Complete and sign this form on page 2.  
 For Paperwork Reduction Act Notice, see separate instructions. Cat. No. 11392L Form 1040-X (Rev. 2/2024)

# What if I can't file my tax forms by the deadline?

- To request an automatic extension to file, you can file [Form 4868](#) by the tax deadline, Once submitted, the tax filing deadline will be automatically extended for additional time.
- **Important Note:**
  - An extension of time to file your return does NOT grant you any extension of time to pay your taxes. Tax payments are due by April 15.

# SSN vs ITIN

# Social Security Number (SSN)

Social Security Number (SSN) is assigned to individuals who are authorized to work in the U.S. and have an employment offer.

## SSN is used:

- To report your working wages to the government
- To determine eligibility for Social Security benefits



# How to Apply for a Social Security Number (SSN)

## Apply at local Social Security Administration Office

- Complete [online application form](#)
- [SSN Verification form from UCR](#) (if working on-campus)
- Work Authorization documents (i.e. I-20 with CPT or OPT, EAD card, etc.)
- Passport
- I-94
- Employment letter

**After completing the online application, you must [schedule an appointment](#) with your local Social Security Administration Office.**

**Locate your local Social Security Administration Office: <https://secure.ssa.gov/ICON/main.jsp>**

# Individual Taxpayer Identification Number (ITIN)

The Individual Taxpayer Identification Number (ITIN) is assigned to individuals who need to report income but, are not eligible to receive an SSN.

**ITIN is used for:**

- tax purposes only



# How to Apply for an Individual Taxpayer Identification Number (ITIN)

## Required Documents:

- [Form W-7](#)
- Tax Return (if filing at the same time)
- Certified proof of Identification (passport)
- Certified foreign status documents (I-20 for F status or DS-2019 for J status, I-94, Visa)
- Non-employment Letter from ISS office

**Processing Time:** Typically 7 weeks (During peak season, it may take 9 to 11 weeks)

## How to Apply:

- Option 1: Visit your local [IRS Taxpayer Assistance Center \(TAC\)](#)
- Option 2: Use a Certifying Acceptance Agent (CAA)
  - [Acceptance Agents Outside the U.S.](#)

# H&R Block

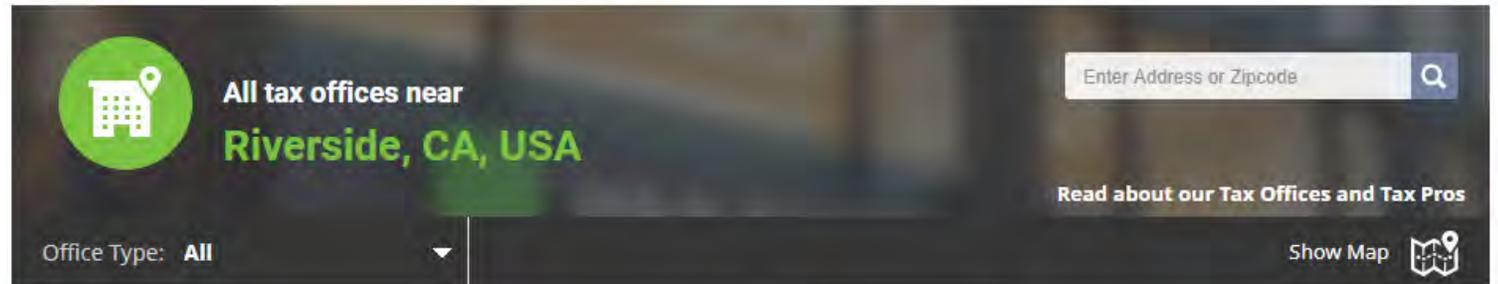
## How to Make an Appointment

- Call your [local H&R Block office](#) or
- Through the [H&R Block website](#)

**Remember:** Make sure to make an appointment with an ITIN specialist (Certifying Acceptance Agent)

## Fees

- There will be a charge



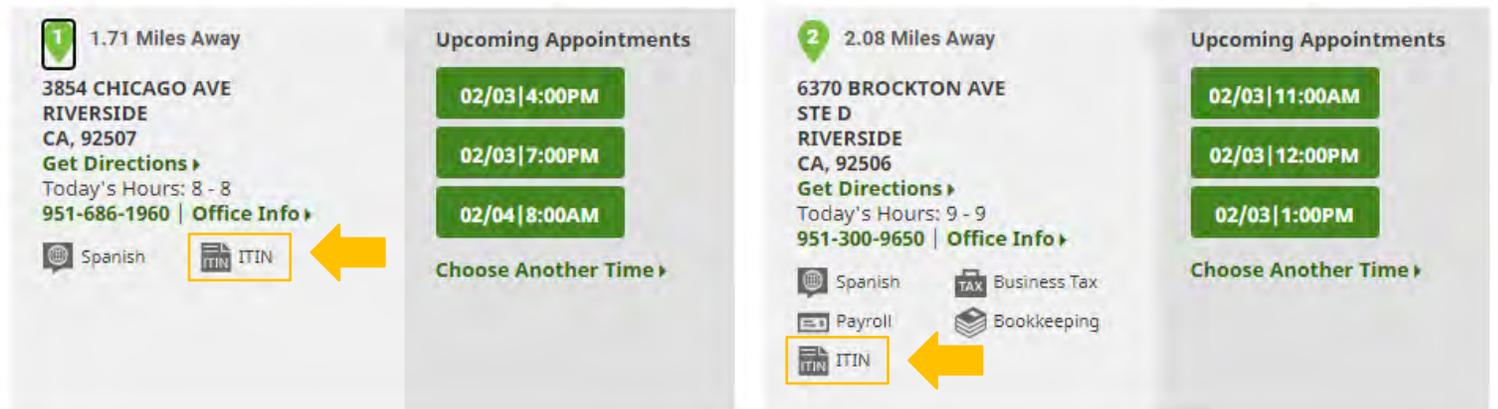
All tax offices near  
**Riverside, CA, USA**

Enter Address or Zipcode

Office Type: All

Show Map

Read about our Tax Offices and Tax Pros



**1** 1.71 Miles Away  
3854 CHICAGO AVE  
RIVERSIDE  
CA, 92507  
Get Directions ▶  
Today's Hours: 8 - 8  
951-686-1960 | Office Info ▶  
Spanish ITIN

Upcoming Appointments  
02/03 | 4:00PM  
02/03 | 7:00PM  
02/04 | 8:00AM  
Choose Another Time ▶

**2** 2.08 Miles Away  
6370 BROCKTON AVE  
STE D  
RIVERSIDE  
CA, 92506  
Get Directions ▶  
Today's Hours: 9 - 9  
951-300-9650 | Office Info ▶  
Spanish Business Tax  
Payroll Bookkeeping  
ITIN

Upcoming Appointments  
02/03 | 11:00AM  
02/03 | 12:00PM  
02/03 | 1:00PM  
Choose Another Time ▶

# What to Bring to Your H&R Block Appointment

## Bring Documents

- Passport
- Visa
- I-94
- Form W-7
- Completed Federal Tax forms
- Completed State Tax forms (if applicable)
- A non-employment letter issued by a designated school official in ISS.  
This letter is only available to students who need an ITIN letter due to a taxable UCR scholarship or fellowship.

# Filing CA State Taxes

# Filing California State Taxes

- Deadline to file CA State Taxes: **April 15**
- Each state has their own requirements and deadlines.
- GTP does not assist with state taxes.



## How to File CA State Taxes:

- **California State Franchise Board Foreign Scholar Program Presentation**
  - **March 5, 11:00am-1:00pm**
  - **Register [here!](#)**
- [Sprintax](#) - must use UCR-specific code to file state taxes.
  - \$3 State Tax Discount Code: **3S25UCR500**

# Frequently Asked Questions

- **I didn't have any income last year, do I need to file taxes?**
- **If I'm a nonresident for taxes, do I have to use Glacier Tax Prep (GTP) software? My friend uses TurboTax. Can't I just use that?**
- **What if I forgot to file my taxes last year?**
- **GTP helps with Federal Tax forms. What about State tax forms?**
- **What if I can't file my tax return by the due date?**

# Resources and Tips

# Can the ISS Office assist me with specific tax questions?

- **Since we are not tax experts, the ISS office staff cannot provide you with specific tax advice.**
- The resources provided here are designed to help you gather information about filing taxes in the United States **and are not a substitute for legal tax advice.**
- If you have complicated tax questions, we recommend that you contact the Internal Revenue Service or a certified public accountant/tax professional who is versed in nonresident taxes.

# Be Careful of Tax Scams



## Keep in mind that the IRS will...

- Never contact you and demand for immediate payment
- Never threaten or bully you into making immediate payment
- Never threaten to call the police or immigration agents if payment is not made

## Here are some warning signs:

- Say that you have been charged with a serious offense
- Know some (but, not all) personal information about you
- Ask you to share personal information (i.e. passport number, SSN, credit card information, etc.)

## **IRS Scam Warning (03/30/21)**

There is an [“IRS-impersonation scam”](#) targeting individuals at educational institutions. Phishing emails are seemingly coming from “irs.gov” with a fake IRS logo. **PLEASE DO NOT CLICK ON ANY LINK IN THE EMAIL.**

# Tips

## When filing your taxes, remember to:

- Gather all the required tax documents BEFORE completing and sending tax forms to the IRS
- Double-check the accuracy of the information and forms
- Make and/or download copies of all tax-related documents
- If applicable, use shipping option that gives a tracking number
- Remember that ultimately, it is the applicant's responsibility



# Resources

## Federal Taxes

- [ISS Employment & Taxes page](#)
- [UCR Accounting - Nonresident Alien page](#)
- [Internal Revenue Service \(IRS\)](#)
- [GLACIER Tax Prep \(GTP\)](#)

## California State Taxes

- [State of California Franchise Tax Board](#)
- [Sprintax](#)

# Helpful Contact Information

## Form 1042-S

- Contact Accounting Office/Payroll Coordination and Analysis: [NRAPaySupport@ucr.edu](mailto:NRAPaySupport@ucr.edu)

## Issues accessing W-2s

- Contact UC Path: [ucpath@universityofcalifornia.edu](mailto:ucpath@universityofcalifornia.edu)
- (855)982-7284

## Glacier Tax Prep (GTP)

- “Help” link through your [GTP account](#)
  - All questions should be submitted via the HELP link inside GTP. No phone or email support is available. Please allow 24 hours for a response before re-sending your request.

## General Tax Questions

- Contact ISS Office: [internationalstudents@ucr.edu](mailto:internationalstudents@ucr.edu)
- [ISS Website](#)
- (951) 827-4113

# Who can help you?

## UCR International Students and Scholars (ISS) office

### Email

- [internationalstudents@ucr.edu](mailto:internationalstudents@ucr.edu)

### Office Phone

- 951-827-4113

### Advising Hours

- 10:00AM - 12:00PM, 1:00PM - 4:00PM

### We are available through:

- Email
- Phone
- Zoom appointments
- In person appointment - by request

