

# U.S. FEDERAL TAX INFORMATION for Internationals

DEADLINE - APRIL 17, 2012

The ISSO is providing access to tax software to Cornell non-resident students and employees for filing your Federal Tax Forms. (NOTE: All internationals residing in the U.S. must file at least one tax form—the 8843—and the software WILL help you do that or you can download the form from our website). The software will be available on our tax information web page by MID-FEBRUARY:

<http://www.isso.cornell.edu/tax/tax.php>

You will need your Cornell net ID and password to access the software. This service will not be available to those who do not have Cornell net ID's and passwords. **PLEASE WAIT until you have all the forms you are supposed to be getting before filling your tax forms: you MIGHT receive a W-2 (for wages earned) AND / OR a 1042-S (the 1042-S is for fellowship for living expenses and/or TAX TREATY benefits and is not sent to you by Cornell until mid-February).**

What you will need to use the software:

- You need an access code which you get from our website
- Visa/Immigration Status (see Form I-94 – the white/green card in your passport)
- Passport
- Form DS-2019, if you are in J status
- Form I-20, if you are in F status
- Social Security or Individual Taxpayer Identification Number (you can still use the software if you don't have one. You will enter your Cornell student/staff id# on the page where the software asks for "institution assigned id." The software will help you apply for an I.T.I.N.)
- Address Information (i.e. Current U.S. and Permanent Foreign Address)
- U.S. Entry and Exit Dates (see I-94 and Passport)
- Academic Institution or Host Sponsor Information (name/address/phone for Academic Dean of your college or program)
- Forms W-2, 1042-S (**PLEASE NOTE: the 1042-S is not sent out by Cornell in mid-February— YOU SHOULD NOT FILL OUT YOUR TAX FORMS before receiving the 1042-S if you receive fellowship for living expenses and/or have a TAX TREATY**) and 1099 (if any).
  - Please contact the payroll office of Cornell (255-5194 for W-2 questions; call 255-9465 or email [uco-tax@cornell.edu](mailto:uco-tax@cornell.edu) for 1042-S questions) or your other employer if you have not yet received the W-2 or 1042-S or if you have any questions about these forms.
- Any scholarship or fellowship grant letters you may have received from Cornell or host sponsor instead of Form 1042-S
- A copy of your federal income tax return from last year if you filed one

Link to the software from our website: <http://www.isso.cornell.edu/tax/tax.php>

**NEW YORK STATE TAX:** You will not be able to complete your New York State tax forms using this software. For everything you need to file your New York State tax forms, visit: <http://www.isso.cornell.edu/tax/nytaxinfo.php>