

**FOREIGN NATIONAL INFORMATION FORM**

The Foreign National Information Form must be completed before you can receive any form of payment. All applicable questions below must be answered. This form must be returned before any check can be issued by the Payroll or Accounts Payable Department. Also, it must be completed by anyone receiving tuition assistance, a scholarship or financial aid.

(1) Last or Family Name: \_\_\_\_\_ First: \_\_\_\_\_ Middle: \_\_\_\_\_

(2) Student EMPID #: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

(3) U.S. Local Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

(4) Foreign Residence Address: \_\_\_\_\_

City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Province/Region: \_\_\_\_\_ Foreign Country: \_\_\_\_\_

(5) Country of Citizenship: \_\_\_\_\_

(6) Country That Issued Passport: \_\_\_\_\_

(7) Passport #: \_\_\_\_\_ Passport Expiration Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

(8) Visa #: \_\_\_\_\_

(9) Have you ever had another immigration status in the United States?  Yes  No

(10) IMMIGRATION STATUS:

- U.S. Immigrant/Permanent Resident
- F-1 Student
- Asylum
- Refugee
- B-1 Visitor
- Other \_\_\_\_\_

(11) PRIMARY PURPOSE: (listed on the I-20 or IAP66)

- 01 Studying a Degree Program
- 02 Studying a Certificate Program
- 03 Studying a Non-Degree Program

(12) What is the date of your first entry into the U.S.? \_\_\_\_/\_\_\_\_/\_\_\_\_  
Month Day Year

(13) What is the start date of your immigration status? \_\_\_\_/\_\_\_\_/\_\_\_\_  
Month Day Year

(14) What is the end date of your immigration status? \_\_\_\_/\_\_\_\_/\_\_\_\_  
Month Day Year

(15) Country of Tax Residence if different from foreign residence address: \_\_\_\_\_

Did Tax Residency End?  Yes  No If yes, when? \_\_\_\_/\_\_\_\_/\_\_\_\_  
Month Day Year

**PHYSICAL PRESENCE TEST**

Please list the number of days you will be or were present in the U.S. Calendar year refers to the period from January 1 to December 31.

Calendar Year	Dates Physically Present in the U.S. during the Year (ex. 2/16/2021 – 10/18/2021) (11/1/2021- 12/30/2021)	Total Number of Days Physically Present in U.S. During the Year (ex. 245 days)	INS Classification
2021	_____	_____	_____
2020	_____	_____	_____
2019	_____	_____	_____
2018	_____	_____	_____

I hereby certify that all of the above information is correct. I understand that if my status changes from that which I have indicated on this form I must submit a new Foreign National Information Form to the Financial Aid Office or Personnel Department.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Local Phone Number:** \_\_\_\_\_

**GENERAL INFORMATION:**

Based on the information you have provided, Florida State College at Jacksonville will determine your residency status for tax purposes. This status determines whether the College withholds taxes on any payments, you may receive from the institution. Your tax status does not necessarily correspond with your INS classification.

You will either be a resident alien or a non-resident alien for tax purposes. If you are determined to be a resident alien for tax purposes, you are required to follow all tax laws applicable to a U.S. citizen. If you are determined to be a non-resident alien for tax purposes, Florida State College at Jacksonville will withhold the required taxes from all scholarships, grants and earnings paid to you by the College. After the calendar year has passed, the College will mail a 1042-S to you to file with your U.S. federal income taxes. To determine how to file your taxes as a non-resident alien, please refer to IRS publication 519. IRS publications, forms and instructions can be found at [irs.gov](http://irs.gov).

As a resident or non-resident alien, you may be entitled to certain tax benefits under a treaty between your country of residence and the United States. Additional documentation must be submitted to the College if you are claiming eligibility for tax benefits from a tax treaty. For additional information on tax treaties and their benefits, please use IRS publication 901.

**Send forms to any Student Financial Service Campus/Center or email us at [StudentFinancialServices@FSCJ.edu](mailto:StudentFinancialServices@FSCJ.edu)**