



Sprintax is an easy-to-use system that will guide you through each part of the tax preparation process.



How do I get started with Sprintax?

STEP 1



Create a Sprintax account or log in into your existing account (if you already have one)

STEP 2



Answer some simple questions

STEP 3



If you have received a school access code or Sprintax discount code, enter it in the "review your order" section

STEP 4



Most State Tax return(s) are available for download immediately but some are processed by the team. Please allow 3 days.

STEP 5



Download and print your tax form(s)

STEP 6



Sign and send the forms to the relevant tax department as per the instructions provided in the return pack

Who must file tax forms for 2019 tax season?

If you were physically in the U.S. in F or J status anytime between January 1 - December 31, 2019 you're obligated to send one form, Form 8843, to the U.S. tax agency IRS (Internal Revenue Service), even if you had no income. For the 2019 tax season, if you earn over \$0 of US source income, you may need to file a federal tax return with the IRS. Depending on your individual circumstances, you may also need to file a state tax return(s).



Tax Filing Deadline:

April 15th, 2020 is the last day for residents and non-residents who earned U.S. income to file Federal tax returns for 2019.



Resident or Non-Resident for Federal Tax Purposes:

Generally, most international students & scholars who are on **F, J, M** or **Q visas** are considered **non-residents for tax purposes**. International undergraduate students on J1 & F1 visas are automatically considered non-resident for their first 5 calendar years in the US, whilst Scholars/Researchers on J visas are automatically considered non-residents for 2 out of the last 6 calendar years in the US. If you've been in the US for longer than the 5 or 2 year periods, the [Substantial Presence Test](#) will determine your tax residency.

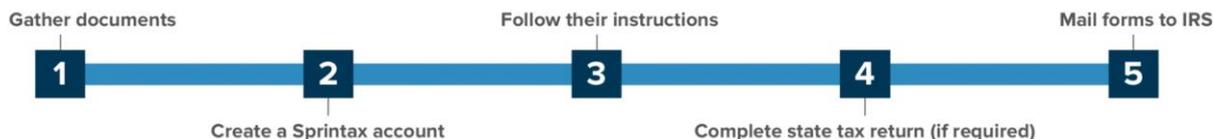


How to File:

BU has teamed up with Sprintax to provide you with easy-to-use tax preparation software designed for non-resident students and scholars in the U.S.

After you login to Sprintax, it will ask you a series of questions about the time you have spent in the United States and in which immigration status, looking back over a period of years. Sprintax will then determine your tax status. If it determines that you are a "nonresident alien" (NRA) for federal tax purposes, you can continue to use it to respond to a series of guided questions. Sprintax will complete and generate the forms you need to print, sign, and mail to the IRS (Internal Revenue Service). If it determines you are a resident alien for federal tax purposes, you won't be able to continue using the software.

Step by Step guide on How to File Your Non-Resident Tax Forms (F and J)



Steps to File Your Non-Resident Tax Forms (F and J)

1) Gather the documents you may need for Sprintax

Document	Description
✓ Passport	
✓ Visa/Immigration information, including form I-20 (F status) or form DS-2019 (J status)	
✓ Social Security or Individual Taxpayer Identification Number (if you have one)	This is not needed if you had no income and the 8843 is the only form you have to file.
✓* W-2	This form reports your wage earnings if you worked. If you had more than one employer you should get a W-2 from each employer. It is issued by the end of January for the previous year. Make sure all employers from last year have an up-to-date address for you.
✓* 1042-S	<p>This form is used to report:</p> <ol style="list-style-type: none"> 1. stipend, scholarship, fellowship income and travel grants (not tuition reduction or exemption) 2. income covered by a tax treaty 3. payment for other types of services (e.g. by the semester as a note-taker) <p>If you received this type of income, the 1042-S will be mailed to you by March 16th by the payer.</p> <p>Note: Only NonResident Aliens receive this form. If your tax status changes to a Resident Alien you will not get a 1042-S. Login to Sprintax to check your tax status if you're not sure.</p>
✓ U.S. entry and exit dates for current and past visits to the U.S.	In addition to passport stamps, you can review or print your U.S.travel history here
✓* 1099	This form reports miscellaneous income. Can be interest on bank accounts, stocks, bonds, dividends, earning through freelance employment
✗ 1098-T	This form is NOT needed and can NOT be used for a nonresident tax return because NRAs are not eligible to claim education expense tax credits.

2) Create a Sprintax Account:

You will receive an email from the international student office providing you with a link to Sprintax to set up your account as well as your unique code to use on Sprintax. **This unique code will cover the costs of the federal tax return and 8843 at no cost to you.** Open your new Sprintax account by creating a UserID and password or if you have an existing account on Sprintax you can log in using your existing credentials.

3) Follow the Sprintax instructions

If you had No U.S. Income: Sprintax will generate a completed Form 8843 for you and each of your dependents (if you have any).

With U.S. Income: Sprintax will generate your "tax return documents", including either a 1040NR-EZ or a longer form 1040NR, depending on your circumstances.

4) (With U.S. income only) If required, complete your state tax return

After you finish your federal return, Sprintax will inform you if you need to complete a state tax return. If so, they will give you the option to use Sprintax for an individual fee. However, it is your choice to use them or to do the state tax return on your own.

5) Mail your completed federal and/or state forms to IRS and/or state tax authorities

Remember to read the mailing instructions that Sprintax provides. If you have dependents, each one must mail their 8843 in a separate envelope.

Need Sprintax Support?

If you need help while using Sprintax, contact them:

24/7 Live Chat Help

Refer to their FAQs

email at hello@sprintax.com

Sprintax Educational Tax Videos and Blog:

You also have access to the [Sprintax YouTube account](#) where there are a number of educational videos on non-resident taxes to provide further clarity on the subject of using Sprintax and non-resident tax. There is also a [Sprintax Blog](#) which go through tax related topics and can be of use to you.

<https://youtu.be/DgcLFMYgpHo>

DISCLAIMER: International Student & Scholar Services (ISSS) and the school are NOT permitted to assist any student/scholar with any IRS tax form preparation or tax related questions. The information provided is intended for your benefit. Any questions or concerns should be directed to Sprintax, a certified tax preparer or a local IRS field office.



AVERAGE
FEDERAL
REFUND



AVERAGE
STATE
REFUND

What documents and information might I need to have available when preparing my tax forms?

- Passport
- US Entry and Exit Dates for current and all past visits to the US
- All income forms: Final payslips, W2 forms, 1042-S and/or 1099
- Visa/Immigration Status information, including Form DS-2019 (for J visa holders) or Form I-20 (for F visa holders)
- Social Security Number (SSN) or Individual Taxpayer Identification Number (ITIN). If you do not have an ITIN, Sprintax can help you get one!
- If you are using Sprintax for State Tax Return(s) preparation only, you will need a copy of your already prepared Federal Tax Return (for the current and previous years, if you filed any)

How long can I access my Sprintax online account for?

You can access your online account any time you like and if you choose to use our service in subsequent tax years, you can still access the same account.

Where I can enter my access code (discount code)?

Simply enter the code on the Sprintax 'Review Your Order' page to get your discount.

You must have a different access code for each tax year and each code can only be used once.

How can I get help?

The Sprintax team is always here to help! Ask us anything via:

» [email us at hello@sprintax.com](mailto:hello@sprintax.com)

TOP TAX TIPS

- » Forgot your password? Reset it by clicking "Forgot your password" and follow the instructions.
- » Make sure you use a valid and current email address. If you forget your password, a reset password email will be sent to the email address you gave us, so if you can't access it, confirm what address you used to register on Sprintax.
- » Make sure that you have all income documents for the tax year you're applying for.
- » If you need to reprint or modify your tax return, simply access your online account at sprintax.com.

**Efficient,
Effective,
Easy -
that's
Sprintax!**