

Instructions for Completing Form 8843

Fill out the top section with your name, social security number and U.S. address. Fill out the section indicating the foreign country where you were a citizen or national in the past calendar year. Put your permanent home country address as the "address where you are a permanent resident."

- Download Form 8843 and fill in online (**link to form is available on Global Initiatives web site**).
- Fill in "First name", "Last name", and "Social Security number."
- Fill in the "Address in county of residence" box with your home country address.
- Fill in the "Address in the United States" box with your local MHC address.
- Fill in Part I (**Notes: The visa number is the control number on the visa page in your passport. The answer to Part 1-4b is the total number of days you were present in the U.S. in 2007**).
- If you are an F-2 or J-2 dependent, complete Part I. Leave the "Social Security Number/ITIN" box blank unless you have an ITIN.
- If you are a Visiting Professor, Scholar or Researcher, fill out Part II.
- If you are a F-1 or J-1 student or exchange student, fill out Part III.
- Omit or skip Parts IV and V
- Sign and date the form at the bottom.
- Print out TWO copies (one to mail in and one to keep for your records).

Mail Form 8843 either by itself (if you didn't earn any money in the U.S.) OR together with your tax return--Form 1040NR-EZ--(and copies of your W-2 form(s) and 1042S (if you have one) to:

**Internal Revenue Service Center
Austin, TX 73301-0215**