

## FOREIGN NATIONAL INFORMATION FORM (PAGE 1)

The Foreign National Information Form must be completed before you can receive any form of payment.

All applicable questions below must be answered. A copy your I-94 Form, your U.S. VISA from your passport, and a copy of your I-20 or DS-2019 must be attached to this form. If you have any questions, please call Kristie Peppers at 850-474-3169.

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

(2) UWF ID #: \_\_\_\_\_

(3) U.S. LOCAL STREET ADDRESS:

\_\_\_\_\_

Address Line 2: \_\_\_\_\_

Address Line 3: \_\_\_\_\_

City: \_\_\_\_\_

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

(4) FOREIGN RESIDENCE ADDRESS:

\_\_\_\_\_

Address Line 2: \_\_\_\_\_

City: \_\_\_\_\_

Postal Code: \_\_\_\_\_ Province/Region: \_\_\_\_\_

Foreign Country: \_\_\_\_\_

(5) Country of Citizenship: \_\_\_\_\_ (6) Country That Issued Passport: \_\_\_\_\_

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

(9) Have you ever had another immigration status in the United States? ( ) Yes. ( ) No. If yes, see page 2.

(10) IMMIGRATION STATUS:

U.S. Immigrant/Permanent Resident       F-1 Student       J-2 Spouse or Child of Exchange Visitor

J-1 Exchange Visitor       H-1 Temporary Employee

Other: \_\_\_\_\_

(11) IF IMMIGRATION STATUS IS J-1, WHAT IS THE SUBTYPE? CHECK ONE:

01 Student       05 Professor       12 Research Scholar

02 Short Term Scholar       Other: \_\_\_\_\_

(12) WHAT IS THE ACTUAL PRIMARY ACTIVITY OF THE VISIT? CHECK ONE:

01 Studying in a Degree Program       05 Observing       09 Demonstrating Special Skills

02 Studying in a Non-Degree Program       06 Consulting       10 Clinical Activities

03 Teaching       07 Conducting Research       11 Temporary Employment

04 Lecturing       08 Training       12 Here with Spouse

(13) WHAT IS THE ORIGINAL DATE YOU ENTERED THE UNITED STATES?

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
 Month      Day      Year

(14) WHAT IS THE START DATE OF YOUR IMMIGRATION STATUS FOR THIS PRIMARY ACTIVITY?

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
 Month      Day      Year

(15) WHAT IS THE PROJECTED END DATE OF YOUR IMMIGRATION STATUS PRIMARY ACTIVITY?

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
 Month      Day      Year

(16) OCCUPATION:  
 (e.g. PROFESSOR OF CHEMISTRY)

\_\_\_\_\_

(17) TYPE OF STUDENT:

Undergraduate       Masters

Doctoral       Other \_\_\_\_\_

(18) SPOUSE IN USA:

Yes       No

Number of dependents \_\_\_\_\_

(19) FOR CONSULTANTS/SELF EMPLOYED INDIVIDUALS:  
 Do you / will you have an office (fixed base) in the USA?

Yes       No      If yes, how many days in this tax year did you / will you have office (fixed base)? \_\_\_\_\_

Days

(20) COUNTRY OF TAX RESIDENCE IF DIFFERENT FROM FOREIGN RESIDENCE ADDRESS: \_\_\_\_\_

Did tax residency end?  Yes       No      If yes, when \_\_\_\_/\_\_\_\_/\_\_\_\_

Month      Day      Year

## FOREIGN NATIONAL INFORMATION FORM (PAGE 2)

PLEASE LIST ANY VISA IMMIGRATION ACTIVITY IN LAST SIX CALENDAR YEARS

<u>Date of Entry</u>	<u>Date of Exit</u>	<u>Visa Immigration Status</u>	<u>J-1 Subtype</u>	<u>Primary Purpose</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

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

Signature: \_\_\_\_\_ Phone Number: \_\_\_\_\_ Date: \_\_\_\_\_

### INSTRUCTIONS:

1. Name: List full name.
2. UWF ID#: Enter your Employee/Student/Faculty Identification Number.
3. Local Address: List your local US address.
4. Foreign Residence Address: List your non-US address.
5. Country of Citizenship(s)
6. Country that Issued Passport: List the country in which you were issued your passport.
7. Passport #: Enter your passport number.
8. Visa #: Enter your VISA number (an 8-digit number in RED on Visa in your passport)
9. Immigration Status: Check yes or no. If yes, complete the above form for the time you were present in the United States.
10. Immigration Status: Check the type of immigration status that you currently hold. If you checked US Immigrant/Permanent Resident, you may proceed to the bottom of this form and sign.
11. Immigration Status for J-1: Check the appropriate J-1 subtype.
12. Actual Primary Activity: Check one activity.
13. Actual Entry Date into United States: Must include month, day and year.
14. Start Date: Must include month, day and year.
15. End Date: Must include month, day and year.
16. Occupation: List the service you will perform.
17. Check the appropriate box
18. Is your spouse in the USA? How many dependents in USA?
19. Consultants/Self-employed: Check appropriate box.
20. Tax residence is where you last paid taxes as a resident. May be different from legal residence. Do not include the USA.