

## **Foreign National Information Form**

This form must be completed and returned to the Payroll Office before you may receive any form of payment from Brandeis University. Upon entry to the U.S., you will be issued an electronic I-94 form "Arrival and Departure Record." Please attach a copy of the I-94 as well as a copy of Visa with entry stamps, your passport, and I-20 or DS-2019. Failure to return this form to the Payroll Office will result in withholding of all paychecks or payments to you from our Accounts Payable Office until this form is completed and received by the Payroll Office at 60 Turner Street. Please call Payroll at 781-736-4495 or email <a href="mailto:payroll@brandeis.edu">payroll@brandeis.edu</a> if you have any questions about this form.

1.		versity (select one)	•	dent Post Doc	Consultant					
2.	Last (Family) Name		First	Middle						
3.	Birth Date (month/day	y/year)								
4.	U.S. Local Address									
		Number	Street							
	-	City	State	Zip Code						
5.	Foreign Residence A	ddress		·						
	J									
		Postal Code Province	/Region							
6.	Country of Citizensh	ip	7. Country that issu	7. Country that issued Passport						
8.	Passport Number		9. Visa Number							
			(no	t the number that begins with	a year)					
10	and return to Pa J-1 Exchange Visi F-1 Student (skip	Permanent Resident (hole yroll tor (go to #11) to to #12)	der of a green card) <b>STOP</b>	here, sign bottom of for	m on page 2					
	•	ild of Exchange Visitor <b>(s</b> ecify)	кір to #12) 	(skip to #12)						
11	. If Immigration Stat	us is J-1, what is the sub	type? (check one)							
	(01) Student	(02) Short Term Schol	ar (05) Professor	(12) Research Scholar	Other					
12	. What is the actual	primary purpose of the v	risit? (check one)							
	01-Studying in a	degree program	05-Observing	09-Demonstrating S	Special Skills					
	02-Studying in a	non-degree program	06-Consulting	10-Clinical Activitie	S					
	03-Teaching		07-Conducting Researc	h 11-Temporary Emp	loyee					
	04-Lecturing		08-Training	12-Here with Spous	se					
	99 Other, please	e specify								

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13. What is the actual	date you ente	red the Unite	ed States	for this	Primary A	Activity	/? (month/day,	/year)	
14. What is the start d	ate of your im	migration sta	itus? (mor	nth/day/ye	ear)				
15. What is the end da	ite of your imn	nigration stat	tus Prima	ry Activi	ity? (mont	:h/day/y	/ear)		
16. If you are not a stu	dent, describe	in general th	ne service	e you wil	ll perforn	n (e.g.	"Professor o	f Chemist	try.")
17. If you are a studen Undergraduat		• •	ent you a		Other	(pleas	e specify)		
18. Are you married?	Yes No	Is your spou	use in the	U.S.?	Yes	No	Number of	Depende	nts
19. For Consultants/So If yes, how many to location. Number of 20.Country of Residen Did tax residency e	ix days in this y if days ce if different	vear did you/  from foreign	will you h	nave an o	office? Tl nan your	his incl U.S ad	udes any off	ice at any	/
	"key" below to	•	isa Immig		tatus, J-1	Subty			ty
								Yes Yes Yes Yes	No No No
Key VISA IMMIGRATION ST U.S. Immigrant/ Po	ermanent Resider		Spous		of Exchang	ge, H-1 1	Temporary Emp	-	No
J-1 Subtype 01 Student 0	02 Short Term Sch	olar 05 Pro	ofessor		arch Schol		ther (please sp		
PRIMARY ACTIVITY:  01 Studying in a D  02 Studying in a N  03 Teaching  04 Lecturing  99 Other (please s	egree Program on-Degree Progra		05 Obser 06 Consu	ving Ilting cting Rese		09 De 10 Cli 11 Te	emonstrating Spinical Activities emporary Emploere with Spouse	pecial Skills	
ereby certify that all on that which I have in the period of the period		•					•		-
gnature:					Date	e (month,	/day/year)		
mail address:					Phor	ne num	ber:		

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