BRANDEIS UNIVERSITY
FOREIGN NATIONAL INFORMATION FORM FOR 2009

This form must be completed and returned to the Payroll Office before you may receive any form of payment from Brandeis University. Please attach a copy of BOTH sides of your I-94 form “Arrival and Departure Record” (a small white card inside your passport), a copy of your U.S. visa from your passport, and I-20 or IAP66. 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 Bernstein-Marcus MS-110. Please call Payroll at 6-4544 if you have any questions about this form.

Please print all information
1. I am a Brandeis University (check one)     ___ Faculty Member      ___ Student     ____ Post Doc     ____ Consultant
Department: _________________________________

2. Last or Family Name__________________________  First___________________________ Middle__________________
Birth date: ________________________________

3. U.S. Social Security Number ________-_____-___________ If you do not have a SSN, provide your ITIN Number
issued by the IRS ______________________.

4. U.S. Local Address
No. ______________________ Street
City/Town ___________________________ State __________________ Zip

5. Foreign Residence Address
Line 1 __________________________________________________________________________
Line 2 __________________________________________________________________________
Postal Code Province/Region


8. Passport Number __________________________
9. Visa Number ________________________________ (not the number that begins with a year)

10. Immigration Status (check one)
     ___ U.S. Immigrant/Permanent Resident (holder of a green card) STOP here, sign bottom of form on page 2 and
     return to Payroll
     ___ J-1 Exchange Visitor (go to #11)
     ___ F-1 Student (skip to #12)
     ___ J-2 Spouse or Child of Exchange Visitor (skip to #12)
     ___ Other (please specify) ____________________________________________ (skip to #12)

11. If Immigration Status is J-1, what is the subtype? (check one)
     ____ 01 Student      ____ 02 Short Term Scholar      ____ 05 Professor      ____ 12 Research Scholar
     ____ Other

12. What is the actual primary purpose of the visit? (check one)
     ____ 01 Studying in a degree program       ____ 02 Studying in a non-degree program
     ____ 03 Teaching          ____ 04 Lecturing
     ____ 05 Observing       ____ 06 Consulting
     ____ 07 Conducting Research       ____ 08 Training
     ____ 09 Demonstrating Special Skills       ____ 10 Clinical Activities
     ____ 11 Temporary Employee       ____ 12 Here with Spouse
     ____ 99 Other, please specify ____________________________________________

13. What is the actual date you entered the United States for this Primary Activity?       ___ /___ /______
    month day year

14. What is the start date of your immigration status?
    ___ /___ /______
    month day year

15. What is the end date of your immigration status Primary Activity?
    ___ /___ /______
    month day year
16. If you are not a student, describe in general the service you will perform (e.g. “Professor of Chemistry.”)

17. If you are a student check off the type of student you are:

_____ Undergraduate       _____ Masters       _____ Doctoral       Other (please specify)______________________

18. Are you married? __ Yes __ No       Is your spouse in the U.S.? __ Yes__ No       Number of Dependants_____

19. For Consultants/Self Employed Individuals: Do you/will you have a fixed office (fixed base) in the USA? _______
If yes, how many tax days in this year did you/will you have an office? This includes any office at any location. Number of days

20. Country of Residence if different from foreign address (other than your U.S address) ________________________
Did tax residency end? ____Yes _____No           If yes, when? ______/_____/_______
month  day     year

21. Please list any Visa immigration activity in the last three calendar years and all F, J, M or Q Visas since 1/1/1985. Use the “key” below to complete Visa Immigration Status, J-1 Subtype and Primary Activity columns.

<table>
<thead>
<tr>
<th>Date of Entry</th>
<th>Date of Exit</th>
<th>Visa Immigration Status</th>
<th>J-1 Subtype</th>
<th>Primary Activity</th>
<th>Have You Taken Any Treaty Benefits</th>
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Key

VISA IMMIGRATION STATUS:
U.S. Immigrant/ Permanent Resident                                          F-1                                               Student
Spouse of child of Exchange                                                       H-1 Temporary Employee
Visitor J-1 Exchange                                                                     Visitor
Other (please specify)_____________________________________________________

J-1 Subtype
01 Student        02 Short Term Scholar        05 Professor        12 Research Scholar        Other (please specify)______________________

PRIMARY PURPOSE:
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 Employee
04 Lecturing                                                                      08 Training                                       12 Here with Spouse
99 Other (please specify) ______________________________________________________

I hereby certify that all of the information provided is true and 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 Payroll Department.

Signature__________________________________________________________Date________________
E-mail address: _______________________________________    Phone number: ___________________