

**FORM\* FOR INDIVIDUALS WHO PERFORM SERVICES WHILE LIVING & WORKING OUTSIDE THE UNITED STATES FOR PAYMENTS MADE TO THEM BY THE UNIVERSITY OF MARYLAND SYSTEM.**

PLEASE PRINT OR TYPE:

Name: \_\_\_\_\_  
(Last) (First) (Middle)  
 U.S Social Security Number (**SSN**) or Individual Taxpayers Identification Number (**ITIN**) - \_\_\_\_\_  
(if not provided, the payroll representative must complete & attach an "Affidavit of Compliance").  
 Permanent address: \_\_\_\_\_  
(Street Address) (Apt #)  
 \_\_\_\_\_  
(Province/Region) (City/Region Postal Code)  
 \_\_\_\_\_  
(Country)

**THE FOLLOWING QUESTIONS MUST BE COMPLETED TO DETERMINE IF A FOREIGN NATIONAL MEETS THE CRITERIA OF A NONRESIDENT ALIEN (NRA).**

(U.S. citizens and permanent residents ["green cardholders"] never qualify as NRAs. In cases where an individual is not an NRA, withholding may be required. Individuals who meet the definition of an NRA and perform services while living & working outside the U.S. are not subject to U.S. tax withholding or immigration law.)

<b>1.</b> Are you a lawful U.S. immigrant or a permanent resident who possesses an alien registration card?	<b>Y</b>	<b>N</b>
<b>2.</b> Have you ever applied for permanent residence status and received an "I-551" stamp in your passport or an INS letter stating approval of your application?	<b>Y</b>	<b>N</b>
IF THE ANSWER IS "YES" TO EITHER QUESTION, YOU DO NOT QUALIFY AS AN NRA, AND MUST BE PAID/TAXED APPROPRIATELY. DO NOT COMPLETE THIS FORM.		

**3. PLEASE INDICATE THE NUMBER OF DAYS YOU WERE PHYSICALLY PRESENT AT ANY TIME IN THE U.S.**

CALENDAR YEAR	LIST DATES YOU WERE PHYSICALLY PRESENT IN THE U.S. (EXAMPLE: 3/29 TO 9/22)	TOTAL DAYS PRESENT IN THE U.S.	VISA TYPE	PURPOSE OF ENTRY
2023				
2022				
2021				
2020				
2019				
2018				
2017				

**4.** Country of residence (for tax purposes): \_\_\_\_\_

**5.** Country of citizenship: \_\_\_\_\_

**6.** I am a nonresident alien who is performing services for the University of Maryland while living and working outside the U.S. taxing jurisdiction, in this case in \_\_\_\_\_.  
(Country)

I certify to the best of my knowledge all of the information provided on this form is true and accurate.

\_\_\_\_\_  
(Nonresident Alien Signature) (Date)

I have audited this form for completion.

\_\_\_\_\_  
(UM Payroll Representative Signature) (Date)

Updated 12/19/22

**\*Other Forms Required:**  
 \*W8 BEN  
 \*W-4 (write "exempt" for federal & state, and write "Living & working outside the U.S. somewhere on the W-4).  
 \* Affidavit of Compliance (if no SSN or ITIN)