

Completing the IRS Form W-7

Use this form to request an Individual Tax Payer Identification Number (ITIN) from the U.S. Internal Revenue Service (IRS). The HIO ITIN application resources are designed to assist students who are receiving scholarship and fellowship income. For other possible ITIN uses please review the ITIN instructions at https://www.irs.gov/pub/irs-pdf/iw7.pdf.

Harvard students cannot use the W-7 to request a tax treaty benefit.

HIO ITIN application instructions are located at http://hio.harvard.edu/individual-tax-payer-identification-number-itin

Form W-7 (Rev. August 2019) Department of the Treasu

Application for IRS Individual Taxpayer Identification Number

► For use by individuals who are not U.S. citizens or permanent residents

See separate instructions.

OMB No. 1545-0074

An IRS individual taxpayer identification nu Application type (check one box Apply for a new ITIN Before you begin: Renew an existing ITIN . Don't submit this form if you have, or are eligible to get, a U.S. social security number (SSN). Reason you're submitting Form W-7. Read the instructions for the box you check. Caution: If you check box b, c, d, e, f, or g, you must file a U.S. federal tax return with Form W-7 unless you meet one of the exceptions (see instructions). a Nonresident alien required to get an ITIN to claim tax treaty benefit b Nonresident alien filing a U.S. federal tax return c U.S. resident alien (based on days present in the United States) filing a U.S. federal tax return d
Dependent of U.S. citizen/resident alien
If d, enter relationship to U.S. citizen/resident alien (see instructions) e Spouse of U.S. citizen/resident alien f Nonresident alien student, professor, or researcher filing a U.S. federal tax return or claiming an exception g Dependent/spouse of a nonresident alien holding a U.S. visa Additional information for a and f: Enter treaty country and treaty article number ▶ Middle name 1a First name 1b First name Name at birth if different . . I Street address, apartment number, or rural route number, If you have a P.O. box, see separate instructions Applicant's Mailing City or town, state or province, and country. Include ZIP code or postal code where appropriate Address Foreign (non-U.S.) Address City or town, state or province, and country. Include postal code where appropriate (see instructions) 4 Date of birth (month / day / year) Country of birth Birth Information Female 6a Country(ies) of citizenship 6c Type of U.S. visa (if any), number, and expiration date Other Information USCIS documentation Other the United States (MM/DD/YYYY): 6e Have you previously received an ITIN or an Internal Revenue Service Number (IRSN)? No/Don't know. Skip line 6f Yes, Complete line 6f. If more than one, list on a sheet and attach to this form (see instructions First name Middle name 6g Name of college/university or company (see instructions) i City and state ▶ documentation and statements, and to the best of my knowledge and belief, it is true, correct, and complete. I authorize the IRS to share nformation with my acceptance agent in order to perfect this Form W-7. Application for IRS Individual Taxpayer Identification Number Here Signature of applicant (if delegate, see instructions) Date (month / day / year) Keep a copy for your records. Name of delegate, if applicable (type or pringle) Parent

Court-appointed guardian Power of attorney Date (month / day / year) Acceptance Fax Agent's Name and title (type or print) Name of company Use ONLY

For Paperwork Reduction Act Notice, see separate instructions

Cat. No. 10229L

Office code



Application Type

Be sure to select the correct option

Filing Reason

- Harvard students can only use this form by selecting both items F and H
- On line H, enter "Exception 2(c)
 Scholarship/Fellowship Income",
 do not enter any tax treaty information
- Visit https://nratax.oc.finance.harvard.edu/tax-treaties for information on how Harvard applies tax treaty benefits



Application for IRS Individual Taxpayer Identification Number

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► See separate instructions.

OMB No. 1545-0074

Application type (check one box Apply for a new ITIN Renew an existing ITIN

An IRS individual taxpayer identification number (ITIN) is for U.S. federal tax purposes only. Before you begin:

Don't submit this form if you have, or are eligible to get, a U.S. social security number (SSN).

Reason you're submitting Form W-7. Read the instructions for the box you check. Caution: If you check box b, c, d, e, f, or g, you must file a U.S. federal tax return with Form W-7 unless you meet one of the exceptions (see instructions).

	it alien filing a U.S. federal tax retu		nit.						
	nt alien (based on days present		e) filing a III 9	S federal tay retur	n				
	of U.S. citizen/resident alien					tructions) ▶			
					,				
e 🔲 Spouse of	U.S. citizen/resident alien	lf d or e, enter name	and SSN/IT	IN of U.S. citizen/	resident	alien (see instr	uctions) ▶		
	J.								
	t alien student, professor, or rese		ederal tax re	turn or claiming ar	n except	ion			
	/spouse of a nonresident alien ho instructions) ► Exception		hin/Eall	owchin Inco	mo				
	ion for a and f: Enter treaty countr		niip/i eii	and treaty an		iher 🕨			
Name	1a First name					name			
(see instructions)									
Name at birth if	1b First name	Midd	lle name		Last	name			
different >	2 Street address, apartment r						A A.:		
Applicant's	2 Street address, apartment i	lumber, or rural rout	e number. II	you have a r.o.	DOX, See	s separate iris	tructions.		
Mailing	City or town, state or provin	ice, and country. Inc	lude ZIP cod	de or postal code	where ap	propriate.			
Address									
Foreign (non-	3 Street address, apartment r	number, or rural rout	e number. D	on't use a P.O. b	ox numb	oer.			
U.S.) Address									
(see instructions)	City or town, state or provin	.ce, and country. Inc	lude postal	code where appro	priate.				
Birth	4 Date of birth (month / day / yea	en Country of birth		City and state or	province	e (optional) 5	Male		
Information	/ /	.,,			p	(alburation)	Female		
Other	6a Country(ies) of citizenship	6b Foreign tax I.I	D. number (if	any) 6c Type	of U.S. v	isa (if any), num	nber, and expir	ation date	
Information									
	6d Identification document(s) s		ctions)	Passport	Driver	's license/State	a I.D.		
	USCIS documentation Other Date of entry into								
	the United States Issued by: No.: Exp. date: / / (MM/DD/YYYY): / /						,		
	lssued by: 6e Have you previously receive	No.: ed an ITIN or an Inter				(IVIIVI/DD/11	11). /	,	
	□ No/Don't know. Skip line 6f.								
	Yes. Complete line 6f. If more than one, list on a sheet and attach to this form (see instructions).								
	6f Enter ITIN and/or IRSN ▶			IF	RSN			ar	
	name under which it was issued ▶ First name Middle name Last name								
	6g Name of college/university or company (see instructions) ▶								
	City and state ▶ Length of stay ▶								
Sign	Under penalties of perjury, I (app	olicant/delegate/accept	ance agent)			ed this applicati	ion, including a	ccompanyir	
_	documentation and statements, ar information with my acceptance age	nd to the best of my	knowledge a	nd belief, it is true,	correct,	and complete.	I authorize the	IRS to sha	
Here									
Keep a copy for	Signature of applicant (if delegate, see instructions)			Date (month / day / year) Phone number			er e		
your records.	Name of delegate, if applic	cable (type or print)		Delegate's relation	ship k	Darent D	Court appoin	tod guardir	
	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,			to applicant		Parent Court-appointed guardia Power of attorney			
Accontance	Signature			Date (month / day	/ year)	Phone	,		
Acceptance Agent's				1 1		Fax			
Use ONLY	Name and title (type or pri	nt)	Name of co	ompany	EIN	PTIN			
1000 0 10 101000	7				Office	code	347.7		
For Paperwork Re	duction Act Notice, see separat	e instructions.		Cat. No. 1022	9L		Form W-7	(Rev. 8-201	



Complete all Sections

Form (Rev. August 2019)
Department of the Treasury

Application for IRS Individual Taxpayer Identification Number

► For use by individuals who are not U.S. citizens or permanent residents.

► See separate instructions.

OMB No. 1545-0074

An IRS individua	l taxpayer identification number (I	TIN) is for U.S. feder	al tax purposes	only.		on type (check one box):			
Before you begin • Don't submit the	n: his form if you have, or are eligible to	get, a U.S. social sec	urity number (SS	iN).		ply for a new ITIN new an existing ITIN			
must file a U.S. f a Nonresiden b Nonresiden c U.S. residen	ubmitting Form W-7. Read the inst ederal tax return with Form W-7 ut a talien required to get an ITIN to claim tax t alien filing a U.S. federal tax return tt alien (based on days present in the L of U.S. citizen/resident alien	nless you meet one o	of the exception S. federal tax retur	ns (see in	structions				
e Spouse of U	J.S. citizen/resident alien	, enter name and SSN/IT	"IN of U.S. citizen/i	resident al	ien (see ins	structions) >			
g Dependent/									
-	on for a and f: Enter treaty country ► 1a First name	Middle name	and treaty art	Last na					
Name (see instructions)		THIS GIOT TIME		Laorite					
Name at birth if different ►	1b First name	Middle name		Last na	ime				
Applicant's Mailing	2 Street address, apartment number,	or rural route number. If	you have a P.O. I	oox, see s	eparate ir	nstructions.			
Address	City or town, state or province, and country. Include ZIP code or postal code where appropriate.								
Foreign (non-	3 Street address, apartment number, or rural route number. Don't use a P.O. box number.								
U.S.) Address	City or town state or province and	City or town, state or province, and country. Include postal code where appropriate.							
(see instructions)	Oity or town, state or province, and	country, include postar	code where appro	priate.					
Birth Information	4 Date of birth (month / day / year) Cour	ntry of birth	City and state or	province (optional)	5 Male Female			
Other	6a Country(ies) of citizenship 6b F	oreign tax I.D. number (if	any) 6c Type	of U.S. vis	a (if any), ni	umber, and expiration date			
Information	6d Identification document(s) submitted (see instructions) Passport Driver's license/State I.D. USCIS documentation Other Date of entry into the United States Issued by: No.: Exp. date: / / (MM/DD/YYYY); / /								
	6e Have you previously received an ITIN or an Internal Revenue Service Number (IRSN)?								
	No/Don't know. Skip line 6f.								
	Yes. Complete line 6f. If more than one, list on a sheet and attach to this form (see instructions).								
	6f Enter ITIN and/or IRSN ► ITIN								
	name under which it was issued ▶								
	6g Name of college/university or company (see instructions) ▶								
	City and state ▶		Length of	stay >					
Sign Here	Under penalties of perjury, I. (applicant/delegate/acceptance agent) declare that I have examined this application, including accompanying documentation and statements, and to the best of my knowledge and belief, it is true, correct, and complete. I authorize the IRS to share information with my acceptance agent in order to perfect this Form W-7, Application for IRS Individual Taxpayer (decision Number.)								
Keep a copy for your records.	Signature of applicant (if delegate,	Date (month / day /	/ year) F	hone num	ber				
	Name of delegate, if applicable (ty	Delegate's relation to applicant		Parent Court-appointed guardian Power of attorney					
Acceptance	Signature		Date (month / day a		hone				
Agent's	Name and title (huns or reint)	Non	/ /		ax	DEN.			
Use ONLY	Name and title (type or print)	Name of co	лпрапу	EIN		PTIN			

For Paperwork Reduction Act Notice, see separate instructions.

Cat. No. 10229L



Complete all Sections

Notes

- 1. 6c the U.S. visa number is the red number on the visa stamp
- 2. Canadians should write "Canadians no visa requirement" in this space
- 3. 6d Select "Passport" and then list the country that issued the passport
- 4. "Date of entry" refers to your initial entry to the U.S. with F-1 status review your <u>I-94</u> if necessary: http://hio.harvard.edu/renewing-visa
- 5. "Length of stay" can be found in the "Program of Study section of the Form I-20

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Application for IRS Individual Taxpayer Identification Number

For use by individuals who are not U.S. citizens or permanent residents

OMB No. 1545-0074

Before you begin	taxpayer identification numl : is form if you have, or are eligit							pply fo	oe (che or a ne an exis	NITI W	ν .
Reason you're su	ıbmitting Form W-7. Read the	e instructions f	or the box	ou che	ck. Cauti	on: If yo	ou check l	оох b,		_	
	ederal tax return with Form V	or the recommendations		of the	exception	ns (see	instruction	ıs).			
	alien required to get an ITIN to cla		nefit								
	alien filing a U.S. federal tax return										
	t alien (based on days present in		, ,								
d Dependent	of U.S. citizen/resident alien	d, enter relations	ship to U.S. c	itizen/res	ident alier	(see ins	tructions)				
e Spouse of U	.S. citizen/resident alien	d or e, enter nan	ne and SSN/I	TIN of U.	S. citizen/	resident	alien (see ir	structi	ons) 🕨		
f Nonresident	alien student, professor, or resear	cher filing a U.S	. federal tax r	eturn or	claiming a	n excepti	on				
g Dependent/s	spouse of a nonresident alien hold	ing a U.S. visa									
h Other (see in											
Additional information	on for a and f: Enter treaty country			an	d treaty ar						
Name	1a First name	Mid	ddle name			Last	name				
see instructions)											
Name at birth if	1b First name	Mis	ddle name			Last	name				
Applicant's Mailing	2 Street address, apartment nu			•			• • • • • • • • • • • • • • • • • • • •	instruc	tions.		
Address	City or town, state or province	e, and country. I	nclude ZIP co	ode or po	stal code	where ap	propriate.				
oreign (non- J.S.) Address	3 Street address, apartment number, or rural route number. Don't use a P.O. box number.										
see instructions)	City or town, state or province	e, and country. I	nclude postal	code wh	iere appro	priate.					
Birth nformation	4 Date of birth (month / day / year)						(optional)		Male Fema		
Other nformation	6a Country(ies) of citizenship	6b Foreign tax	I.D. number (if any)	6с Туре	of U.S. v	isa (if any), i	number	, and ex	piratio	on date
	6d Identification document(s) sul	bmitted (see inst	ructions)	Passp	ort	Driver'	s license/S	tate I.E).		
	USCIS documentation	Other					Date of e	ntry int	0		
							the Unite	d State	s		
	100000000000000000000000000000000000000	lo.:		kp. date:	1 1		(MM/DD/			1	
	6e Have you previously received	an ITIN or an In	ternal Revenu	ie Servic	Number	(IRSN)?					
	No/Don't know. Skip lin										
	Yes. Complete line 6f. If	more than one,	list on a shee	t and att	ach to this	form (se	e instructio	ns).			
	6f Enter ITIN and/or IRSN ► I	TIN			IF.	RSN			-[][and
	name under which it was issu		st name		Middle r	name		L	ast nam	ne	
	6g Name of college/university or company (see instructions) ▶										
	City and state ▶										
Sign Here	Under penalties of perjury, I (applied documentation and statements, and information with my acceptance agent	to the best of m	y knowledge	and belief	, it is true,	correct,	and comple	te. I au	thorize t	he IRS	
(eep a copy for	Signature of applicant (if del				onth / day		Phone nur				
our records.	Name of delegate, if applicable (type or print)				Delegate's relationship to applicant			Parent Court-appointed guardian Power of attorney			
Acceptance	Signature				onth / day	/ year)	Phone	or attor	ney		
Agent's							Fax				
Jse ONLY	Name and title (type or print) Name of							PTIN de			

For Paperwork Reduction Act Notice, see separate instructions.

Cat. No. 10229L



Finishing

- 1. Sign the form
- 2. List the date of signing
- 3. List a telephone number (if available)

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Department of the Treasur

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Before you begin	I taxpayer identification number (ITIN) is n: nis form if you have, or are eligible to get, a l			-	Application type (check one box): Apply for a new ITIN Renew an existing ITIN			
Reason you're si	ubmitting Form W-7. Read the instructions	s for the box y	ou check. Caution	on: If yo	ou check box b, c, d, e, f, or g, you			
	ederal tax return with Form W-7 unless y		of the exception	s (see i	nstructions).			
	alien required to get an ITIN to claim tax treaty t	penefit						
	alien filing a U.S. federal tax return							
c U.S. resider	t alien (based on days present in the United S	tates) filing a U.S	6. federal tax return	n				
d Dependent	of U.S. citizen/resident alien If d, enter relation	nship to U.S. cit	izen/resident alien	(see inst	ructions) ►			
e Spouse of L	J.S. citizen/resident alien	ame and SSN/IT	IN of U.S. citizen/r	esident a	alien (see instructions) ▶			
f Nonresident	alien student, professor, or researcher filing a U	S. federal tax re	turn or claiming an	exception	on			
	spouse of a nonresident alien holding a U.S. visa		tarri or oraniming ar	- oncopu				
h Other (see in								
	on for a and f: Enter treaty country		and treaty art	icle numi	her 🕨			
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(see instructions)								
Name at birth if	1b First name	vliddle name		Last r	Last name			
Applicant's Mailing	2 Street address, apartment number, or rural route number. If you have a P.O. box, see separate instructions.							
Address	City or town, state or province, and country	. Include ZIP cod	de or postal code v	vhere ap	propriate.			
Foreign (non- U.S.) Address	3 Street address, apartment number, or rural route number. Don't use a P.O. box number.							
(see instructions)	City or town, state or province, and country	. Include postal	code where approp	oriate.				
Birth Information	4 Date of birth (month / day / year) Country of birth City and state or province (optional) 5 Male							
Other Information	6a Country(les) of citizenship 6b Foreign tax I.D. number (if any) 6c Type of U.S. visa (if any), number, and expiration date							
	6d Identification document(s) submitted (see instructions) Passport Driver's license/State I.D.							
	USCIS documentation OtherDate of entry into							
	the United States							
	Issued by: No.: Exp. date: / / (MM/DD/YYYY): / /							
	6e Have you previously received an ITIN or an Internal Revenue Service Number (IRSN)?							
	☐ No/Don't know. Skip line 6f.							
	Yes. Complete line 6f. If more than one, list on a sheet and attach to this form (see instructions).							
	6f Enter ITIN and/or IRSN ▶ ITIN							
	name under which it was issued ▶							
	First name Middle name Last name							
	6g Name of college/university or company (see instructions) ▶							
	City and state ▶		Length of	stav ▶				
Sign	Under penalties of perjury, I (applicant/delegate/acdocumentation and statements, and to the best of		declare that I have	examine				
Here	information with my acceptance agent in order to perf							
Keep a copy for your records.	Signature of applicant (if delegate, see inst	Date (month / day /	year)	Phone number				
,	Name of delegate, if applicable (type or pr	int)	Delegate's relation to applicant	ship	Parent Court-appointed guardian Power of attorney			
Acceptance	Signature		Date (month / day /	+	Phone Fax			
Agent's Use ONLY	Name and title (type or print)	Name of co	mpany	EIN Office o	PTIN			

For Paperwork Reduction Act Notice, see separate instructions.

Cat. No. 10229L



Additional Information

- 1. Follow the application instructions at http://hio.harvard.edu/individual-tax-payer-identification-number-itin
- 2. Make, and keep, a copy of your ITIN application materials for possible future reference
- Once you receive your ITIN update your information in the Harvard Glacier system
- 4. Provide the new Glacier Summary to the Harvard Controllers Office. Harvard Glacier and tax treaty information is located at

https://nratax.oc.finance.harvard.edu/tax-treaties and

https://nratax.oc.finance.harvard.edu/GLACIER

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(Rev. August 2019)
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Application for IRS Individual Taxpayer Identification Number

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 See separate instructions.

OMB No. 1545-0074

 Before you begin Don't submit th 	n: nis form if you have, or are eli _s	gible to get a U.S.	social sec	urity number (S.	SN).		y for a new ITIN w an existing ITIN	
Reason you're s	ubmitting Form W-7. Read t	he instructions fo	r the box y	ou check. Caut	ion: If you		b, c, d, e, f, or g, yo	
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	t alien filing a U.S. federal tax ret		J.11.					
	nt alien (based on days present		e) filing a LLS	S federal tay retu	rn			
	of U.S. citizen/resident alien					ıctions) ▶		
e 🗌 Spouse of l	J.S. citizen/resident alien	If d or e, enter name	e and SSN/IT	IN of U.S. citizen.	/resident ali	en (see instru	uctions) ►	
	t alien student, professor, or rese spouse of a nonresident alien ho		federal tax re	turn or claiming a	n exception)		
h Other (see i	A CONTRACTOR OF THE CONTRACTOR							
	on for a and f: Enter treaty count	ry▶		and treaty a	ticle numbe	er >		
Name (see instructions)	1a First name	Midd	dle name		Last na	me		
Name at birth if different ▶	1b First name	Midd	dle name		Last na	me		
Applicant's Mailing	2 Street address, apartment i	number, or rural rout	te number. If	you have a P.O.	box, see s	eparate inst	ructions.	
Address	City or town, state or proving	nce, and country. Inc	clude ZIP co	de or postal code	where appr	opriate.		
Foreign (non- U.S.) Address	3 Street address, apartment number, or rural route number. Don't use a P.O. box number.							
(see instructions)	City or town, state or provin	nce, and country. Ind	clude postal	code where appro	opriate.			
Birth Information	4 Date of birth (month / day / year	ar) Country of birth		City and state or	r province (optional) 5	☐ Male ☐ Female	
Other Information	6a Country(ies) of citizenship	6b Foreign tax I.	D. number (it	any) 6c Type	of U.S. visa	(if any), num	ber, and expiration date	
	6d Identification document(s) submitted (see instructions) Passport Driver's license/State I.D. USCIS documentation Other Date of entry into							
	the United States Issued by: No.: Exp. date: / / (MM/DD/YYYY): / /							
	Issued by:	No.:				IVIIVI/DD/ T T T	1). / /	
	6e Have you previously received an ITIN or an Internal Revenue Service Number (IRSN)? No/Don't know. Skip line 6f.							
	Yes. Complete line 6f. If more than one, list on a sheet and attach to this form (see instructions).							
	Fest, Complete line of it in lote than one, list on a sheet and attach to this form (see instructions). 6f Enter ITIN and/or IRSN ▶ ITIN │ │ │ │ │ │ │ IRSN │ │ │ │ │ │ │ │ and							
	name under which it was is							
	First name Middle name Last name							
	6g Name of college/university or company (see instructions) ▶							
	City and state ►			Length o	f stay 🕨			
Sign Here	Under penalties of perjury, I (applicant/delegate/acceptance agent) declare that I have examined this application, including accompanyin documentation and statements, and to the best of my knowledge and belief, it is true, correct, and complete. I authorize the IRS to shar information within my acceptance agent in order to perfect this Form W-7, Application for RIS Individual Taxpayer (Indication Number.)							
Keep a copy for	Signature of applicant (if c			Date (month / day		hone numbe		
your records.	Name of delegate, if applicable (type or print) Delegate's relationship to applicant					Parent Court-appointed guardia Power of attorney		
Acceptance	Signature			Date (month / day	-	hone ax		
Agent's	Name and title (type or pri	nt)	Name of co	ompany /	EIN	un	PTIN	

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