

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

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

OMB No. 1545-0074

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).

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

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).

	nt alien required to get an nink to claim tax treaty benefit nt alien filling a U.S. federal tax return									
	nt alien (based on days present in the United St	tatee) filing a LLS	S federal tay retur	n						
	t of U.S. citizen/resident alien) If d, enter relation				•					
				, ,						
e Spouse of	U.S. citizen/resident alien If d or e, enter n	ame and SSN/IT	IN of U.S. citizen/	resident alien (see ii	nstructions) ▶					
	J									
	nt alien student, professor, or researcher filing a U		turn or claiming ar	n exception						
	t/spouse of a nonresident alien holding a U.S. visa									
	instructions) ► Exception 2(c) Schol ion for a and f: Enter treaty country ►	arsnip/Feii		ome ticle number ►						
Name		Middle name	and treaty an	Last name						
(see instructions)										
Name at birth if	1b First name	Middle name		Last name						
different ▶										
Applicant's	2 Street address, apartment number, or rural	route number. If	you have a P.O.	box, see separate	instructions.					
Mailing										
Address	City or town, state or province, and country	. Include ZIP co	de or postal code	wnere appropriate.						
	3 Street address, apartment number, or rural	route number. D	ion't use a P.O. h	ox number						
Foreign (non- U.S.) Address	o Caroti addisso, aparanoni nambor, or tara roato nambor. Doli t use a P.O. Dox nambor.									
(see instructions)	City or town, state or province, and country. Include postal code where appropriate.									
Birth	4 Date of birth (month / day / year) Country of bi	rth	City and state or	province (optional)						
Information	/ /			-4110 -4 (4)	Female					
Other	6a Country(ies) of citizenship 6b Foreign ta	ax I.D. number (if	any) 6c Type	of U.S. visa (if any),	number, 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).									
		e, list on a sheet								
	6f Enter ITIN and/or IRSN ► ITIN			RSN	and					
	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 (applicant/delegate/ac	ceptance agent)	declare that I have	examined this appli	ication, including accompanying					
Here	documentation and statements, and to the best of information with my acceptance agent in order to perf-									
	Signature of applicant (if delegate, see inst	tructions)	Date (month / day	/ year) Phone nui	mber					
Keep a copy for your records.			, , ,							
,	Name of delegate, if applicable (type or pri	int)	Delegate's relation	ship Parent	Parent Court-appointed guardian					
			to applicant	Power	of attorney					
Acceptance	Signature		Date (month / day							
Agent's	News and title flows an exist.	Name	1 1	Fax						
Use ONLY	Name and title (type or print)	Name of co	ompany	EIN Office and	PTIN					
Ear Paparwark Da	eduction Act Notice, see separate instructions.		Cat. No. 1022	Office code	Form W-7 (Rev. 8-2019)					
	Addition Act Notice, see separate instructions.		Oat, NO. 1022	OL.	OHII ## - 1 (Nev. 0-2019)					



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 U 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. box, see separate instructions.							
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 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) Country 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); / /							
	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/de documentation and statements, and to the information with my acceptance agent in ord	e best of my knowledge a	nd belief, it is true,	correct, ar	nd complete	 I authorize the IRS to share 		
Keep a copy for your records.	Signature of applicant (if delegate,	Date (month / day / year) Phone number			ber			
	Name of delegate, if applicable (ty	pe or print)	Delegate's relationship parent Court-appoint to applicant Power of attorney			Court-appointed guardian		
Acceptance	Signature		Date (month / day a		hone			
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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

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OMB No. 1545-0074

Before you begin	taxpayer identification num : is form if you have, or are eligit							А	_ A	pply 1	pe (che or a ne an exi	W ITI	
Reason you're su	bmitting Form W-7. Read the	e instruction	s for the b	ох ус	ou chec	k. Cau	ntion: If y		heck l	box b		_	
	ederal tax return with Form V	an and resolutions		one c	of the e	xcepti	ons (see	instr	uction	ns).			
	alien required to get an ITIN to cla		benefit										
	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 relation	onship to U.	S. citi	zen/resi	dent ali	en (see in	struct	tions) 🕨				
e Spouse of U	.S. citizen/resident alien	d or e, enter r	name and S	SN/IT	IN of U.S	3. citize	n/residen	t alien	ı (see ir	nstruc	tions) ▶		
f Nonresident	alien student, professor, or resear	rcher filing a L	J.S. federal t	ax ref	turn or c	laiming	an excep	tion					
g Dependent/s	spouse of a nonresident alien hold	ling a U.S. visa	а										
h Other (see in	structions) ►												
Additional information	n for a and f: Enter treaty country	>			and	treaty	article nui	mber l	>				
Name	1a First name		Middle nam	е			Las	t nam	е				
see instructions)													
Name at birth if different ►	1b First name		Middle nam					t nam					
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 code or postal code where appropriate.												
oreign (non- J.S.) Address	3 Street address, apartment number, or rural route number. Don't use a P.O. box number.												
see instructions)													
Birth nformation	4 Date of birth (month / day / year) / /						or provinc			[Male Fem:	ale	
Other nformation	6a Country(ies) of citizenship	6b Foreign to	ax I.D. numb	oer (if	any)	6с Тур	oe of U.S.	visa (i	fany), i	numbe	r, and e	xpirati	on 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												
		10.:			o. date:	1			M/DD/	YYYY	E.	1 1	
	6e Have you previously received		Internal Re	venue	Service	Numb	er (IRSN)?	•					
	No/Don't know. Skip lir												
	Yes. Complete line 6f. If		ne, list on a s	sneet	and atta	ch to th		see ins	structio	ons).			
	6f Enter ITIN and/or IRSN ► I			J-L			IRSN					ЩL	and
	name under which it was iss												
			First name			Middle	name				ast par	ne	
	6a Name of college/university or		First name	19) b	27 20	Middle	name				Last nar	ne	
	6g Name of college/university or City and state ▶			ns) 🕨							Last nar	ne	
31 atom	City and state ▶	company (se	e instructior			Length	of stay ▶	and the	ie arvili				omnanvina
		cant/delegate/a	e instruction	gent) o	declare to	Length hat I ha it is tru	of stay ▶ ve examir	, and	comple	ication,	includir uthorize	ig acc	
Sign Here Keep a copy for your records	City and state ► Under penalties of perjury, I (applied documentation and statements, and	cant/delegate/act to the best of	e instruction cceptance ag f my knowled fect this Form	gent) o	declare to nd belief, Application	Length hat I ha it is tru on for IR	of stay ▶ ve examir	, and I Taxp	comple	ication, te. I a entifical	includir uthorize	ig acc	
Here	City and state ► Under penalties of perjury, I (application and statements, and information with my acceptance agen	cant/delegate/a to the best o t in order to per egate, see ins	e instruction cceptance ag f my knowled fect this Form structions)	gent) o	declare to nd belief, Application	Length hat I ha it is tru on for IR onth / da / e's relati	of stay > ve examir ie, correct S Individua iy / year) /	Pho	comple ayer Ide one nur Parent	ication, te. I a entifical mber	includir uthorize ion Num ourt-app	ig acc the IR ber.	
Here Keep a copy for our records.	City and state Under penalties of perjury, I (applied documentation and statements, and information with my acceptance agen Signature of applicant (if del	cant/delegate/a to the best o t in order to per egate, see ins	e instruction cceptance ag f my knowled fect this Form structions)	gent) o	declare to	Length hat I ha it is tru on for IR onth / da / e's relati	of stay > ve examir ie, correct S Individua iy / year) /	Pho	comple ayer Ide one nur Parent Power one	ication, te. I a entifical mber	includir uthorize ion Num ourt-app	ig acc the IR ber.	S to share
Here (eep a copy for	City and state Under penalties of perjury, I (applied documentation and statements, and information with my acceptance agen Signature of applicant (if del Name of delegate, if applica	cant/delegate/a to the best of t in order to per egate, see ins ble (type or pr	e instruction cceptance as f my knowler fect this Form structions)	gent) odge ar	declare to	Length hat I ha it is tru on for IR onth / da / e's relati	of stay > ve examir le, correct S Individua ly / year) / onship	Pho Pho Fax	comple ayer ide one nur Parent Power one	ication, te. I a entificat mber	includir uthorize ion Num ourt-app	ig acc the IR ber.	S to share

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)

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

Application for IRS Individual Taxpayer Identification Number

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► See separate instructions.

OMB No. 1545-0074

Before you begin	l taxpayer identification number (ITIN) is i: is form if you have, or are eligible to get, a U				Application type (check one box): Apply for a new ITIN Renew an existing ITIN			
a Nonresident b Nonresident c U.S. residen	ubmitting Form W-7. Read the instructions deral tax return with Form W-7 unless y alien required to get an ITIN to claim tax treaty be alien filling a U.S. federal tax return t alien (based on days present in the United Si of U.S. citizen/resident alien) If d, enter relation	ou meet one openefit rates) filing a U.	of the exception S. federal tax return	s (see in	nstructions).			
e Spouse of U	I.S. citizen/resident alien	ame and SSN/I7	IN of U.S. citizen/r	esident a	llien (see instructions) ▶			
g Dependent/s	,							
	on for a and f: Enter treaty country ► 1a First name	/liddle name	and treaty art	Last n				
Name	la riistiidile	niddle Hairie		Lastii	airie			
see instructions) Name at birth if different ▶	1b First name	Middle name		Last n	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 code or postal code where appropriate.							
Foreign (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, and country							
Birth nformation	4 Date of birth (month / day / year) Country of bi		City and state or		Female			
Other nformation	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 Other Date of entry into the United States							
	Issued by: No.:		p. 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 stay ▶							
	City and state ▶							
Sign Here	Under penalties of perjury, I (applicant/delegate/ac documentation and statements, and to the best of information with my acceptance agent in order to perfe-	my knowledge a	nd belief, it is true,	correct, a	ind complete. I authorize the IRS to share			
Keep a copy for your records.	Signature of applicant (if delegate, see inst	ructions)	Date (month / day /	year)	Phone number			
	Name of delegate, if applicable (type or print)		Delegate's relationship to applicant		Parent Court-appointed guardian Power of attorney			
Acceptance	Signature		Date (month / day /	year)	Phone			
Acceptance Agent's	7		1 1	_	Fax			
Jse ONLY	Name and title (type or print)	Name of c	ompany	Office o	PTIN			

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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
- 3. Once you receive your ITIN update your information in Sprintax Calculus
- 4. Provide the new Sprintax Calculus Summary to the Harvard Controllers Office. Sprintax Calculus and tax treaty information is located at

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

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

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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 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 instruction: 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 prin 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 Office code

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