

Filing Instructions for Form 8843: J-1 Professor or Scholar Category

Deadline = <https://www.irs.gov/filing/individuals/when-to-file>

Form 8843 is required for J-1 professor and scholar categories and their dependents who were in the U.S. in the previous year and are non-resident aliens for tax purposes – even if you had NO income. Form 8843 is not an income tax return. It is merely an informational statement required by the U.S. government.

Mailing Instructions:

- If you earned income and plan to file your 1040NR or 1040NR-EZ tax return, mail your forms together to the address provided for your 1040NR or 1040NR-EZ.
- If you do not plan to file 1040NR or 1040NR-EZ, mail your Form 8843 to:

Department of the Treasury
IRS Service Center Austin, TX
73301-0215

Top of Form 8843

Name and Taxpayer ID Number: Write these at the top of Form 8843 in the space provided. Write your name as it appears in your passport. Your Taxpayer ID is your Social Security Number or ITIN. Leave blank if you don't have one.

Address: Write your home country address ("country of resident") and your U.S. address.

Part I: General Information

Lines 1-3:

Complete these lines as indicated.

Line 4a:

Count the number of days you were in the U.S. as accurately as you can for each year.

Line 4b:

In most cases this will be the same as the total number of days you entered in Line 4a for the previous calendar year.

Part II: Teachers and Trainees

Line 5:

Write University of Mary Washington, 1301 College Avenue, Fredericksburg, VA 22401;
(540) 654-1870.

Line 6:

Leave blank.

Line 7:

If you were in the U.S. during these years in J or Q status, enter visa type. If you were not in the U.S., leave this line blank.

Line 8:

If you can answer YES to this question, you are considered a resident for tax purposes. J-1 professors and scholars who are in the U.S. more than two calendar years are almost always considered resident taxpayers.

Parts III, IV, V: Leave these parts blank

Bottom of form (page 2)

Sign and date form!

Additional Instructions

Scan or photocopy your completed Form 8843; save the copy at least 7 years for your tax records. (IRS may return your Form 8843 to you by mail with an IRS stamp on the form. If so, save this stamped original for your tax records.)