

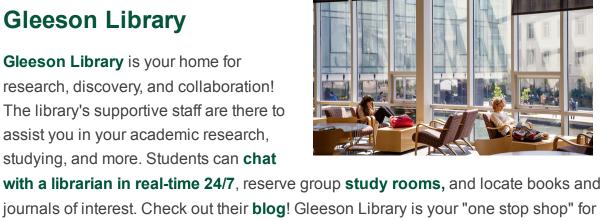
**WEEKLY UPDATE - March 2** 

## Gleeson Library

OFFICE SPOTLIGHT

# Gleeson Library is your home for

research, discovery, and collaboration! The library's supportive staff are there to assist you in your academic research, studying, and more. Students can **chat** 



research and studying needs. Learn more about library resources on their website » IMMIGRATION INFORMATION AND DEADLINES

# Filing Your Taxes

### It's important to be aware that, as a nonresident student in the US, you are legally required to file a tax return if you received US income during 2019. Even if you

Form-8843 with the IRS. University of San Francisco has arranged free access to Sprintax Tax Preparation for you. Sprintax will guide you through the tax preparation process, arrange the

didn't work or receive income in the US in 2019, you're still obliged to file a

necessary documents and check if you're due a tax refund. Please follow the steps below. 1. Register and follow the simple instructions 2. Complete the online questionnaire

- order' page
- 4. Sprintax will prepare your tax return Once you complete the preparation process in the Sprintax software, you must print,

3. Enter your unique code **SpTx2019USF501F** in the box on the 'Review your

sign, and mail your documents to the IRS. If you have any questions, the Sprintax team will be happy to help via their 24/7 live chat facility.

We offer **tax workshops** help you understand your US tax filing requirements for non-residents. Our workshops will be Thursday, March 19 from 11:45 a.m.-1 p.m. in Malloy 405 and Friday, April 3 from 1–2:15 p.m. in Malloy 230. Please register for

the workshop. **EVENTS AND WORKSHOPS** 



become familiar with the **required** 

documents for travel. The travel

signature on your I-20 or DS-2019 is

valid for one year, so if it has expired

or will expire before you return to the

from our office. Please note that these

US, you need to obtain a new one

requests take up to five business days to process so make sure you bring your document to ISSS with sufficient time. In light of the coronavirus, our office wants to remind you that any travel outside of the US is at your own

discretion. Currently the US travel

restrictions only address travel to

mainland China. If someone has

traveled to mainland China in the last

14 days they will not be able to enter

the US. The travel restrictions do not include Hong Kong, Taiwan, Macau, or other countries nearby. If you are traveling near mainland China you may be asked about entering China when you arrive in the US. You will want to be able to show that you have not been in China in the last 14 days. Keep in mind that these restrictions can change and make it difficult to return. You will want to make sure you plan for flight and entry delays so that you can return in time for classes. Also

be aware of any stopovers and note the conditions in those countries before departing from your original

You should always follow the ISSS

destination.

travel information and make sure you have a travel signature and valid visa.



## Job Success Strategies for International Students Workshop. At this event, cohosted by Career Services Center, students

will learn about specific job resources

available for international students and

expectations in the US job market. This

Job Success workshops coming up this

week! Today, our staff will host

workshop will take place from **5:30–7 p.m.** in UC 402/403. Register for this workshop » Students will come together to learn about some options to remain in the US after completing their programs of studies. Martin Lawler, a local immigration attorney, will present information on employment options for F-1 students after the completion of their

studies. F-1 students after the completion of

the **H-1B Work Visa**, however information

Organization, and P-1 Athlete or Entertainer

in a Group visas will also be provided. The

their studies. Information will focus on

on the TN NAFTA, L-1 Multi-National

workshop will take place Thursday, March 5 from 5:30-7 p.m. in Fromm Hall, Maraschi Room. Register for this workshop »

# ISSS OFFICE RESOURCES

## If you are requesting an immigration document or letter from our office, remember that we request **five business days** to process requests. Make sure you plan accordingly so you have

**ISSS Office Hours** 

Requesting a document from ISSS?

enough time to receive your document before you need it. You can also make some document requests through an online submission.

ISSS holds regular business hours of Monday–Friday, 9 a.m.–5 p.m.

**Appointments can be made online**. Please visit the **ISSS website** to schedule an appointment. Appointments are still booked in 30-minute increments.

Connect with ISSS through Facebook »

Join the conversation **#USFCA** 

Adviser Appointments and Workshops









International Student and Scholar Services CHANGE THE WORLD FROM HERE

UNIVERSITY OF SAN FRANCISCO

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