



WEEKLY UPDATE – March 16

Coronavirus Updates

Please note that ISSS will be sending out updated information by email as it becomes available. USF will continue to provide regular updates on the COVID-19 response. Please visit the **USF resources page and review the FAQs**.

IMMIGRATION INFORMATION AND DEADLINES

Tax Season is Here!

It's just a few weeks until the April 15 tax filing deadline! **As a nonresident in the US you have a tax filing obligation with the IRS, even if you did not receive US income.**



Failure to file can lead to complications when applying for US visas in the future. 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 necessary documents and check if you are due a tax refund.

Sprintax was used by over 165,000 international students last year, and the average Federal refund received by eligible students was over \$1,087. All you need to do is:

1. **Register with Sprintax**
2. Complete the online questionnaire
3. Enter your unique code **SpTx2019USF501F** in the box on the 'Review your order' page
4. Sprintax will prepare your tax return

Finally, once you complete the tax preparation process in the Sprintax software, you must print, 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** to help you understand your US tax filing requirements for non-residents. This spring our tax workshops will be Thursday, March 19 from 11:45 a.m.–1 p.m. and Friday, April 3 from 1–2:15 p.m. ISSS will be conducting these workshops virtually via Zoom. Please **register for the workshop** and ISSS will send correspondence with Zoom instructions.

ISSS OFFICE RESOURCES

Requesting a document from ISSS?

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

ISSS Office Hours

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

Adviser Appointments and Workshops

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

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