

PAYMENTS THAT CAN BE ISSUED TO FOREIGN INDIVIDUALS 11/8/99

INS CLASSIFICATION	DEFINITION OF VISA	EMPLOYMENT	INDEPENDENT CONTRACTOR	HONORARIUM	ONE-TIME LECTURE FEE	RESEARCH SUBJECT FEE	SCHOLASTIC AWARDS	PRIZES AND AWARDS	TRAVEL REIMBURSEMENT
Permanent Resident		YES	YES	YES	YES	YES	YES	YES	YES
RESTRICTIONS	NONE								
B-1	Visitor for Business	NO	NO	YES WITH RESTRICTIONS	NO	NO	NO	NO	NO
RESTRICTIONS	May be paid for activities not lasting longer than 9 days. Cannot accept honoraria payment from more than 5 institutions within a six-month period.								
B-2	Visitor for Tourism	NO	NO	YES WITH RESTRICTIONS	NO	NO	NO	NO	YES
RESTRICTIONS	May be paid for activities not lasting longer than 9 days. Cannot accept honoraria payment from more than 5 institutions within a six-month period.								
F-1	Student	YES WITH RESTRICTIONS	NO	NO	NO	YES WITH RESTRICTIONS	YES WITH RESTRICTIONS	NO	YES
RESTRICTIONS	If the sponsoring institution is not the University of Northern Colorado, additional approvals are required. See Required Documentation for Payments Issued to Foreign Individuals Chart.								
F-2	Dependents of Foreign Students	NO	NO	NO	NO	NO	YES WITH RESTRICTIONS	NO	YES
RESTRICTIONS	Not allowed to perform services in the US. May engage in full or part-time study. Sponsoring institution must be the University of Northern Colorado								
H-1B	Temporary Worker in a Specialty Occupation	YES WITH RESTRICTIONS	NO	NO	NO	NO	NO	NO	YES
RESTRICTIONS	The sponsoring institution must be the University of Northern Colorado.								
J-1	Student	YES WITH RESTRICTIONS	NO	NO	NO	YES WITH RESTRICTIONS	YES WITH RESTRICTIONS	NO	YES
RESTRICTIONS	If the sponsoring institution is not the University of Northern Colorado, additional approvals are required. See Required Documentation for Payments Issued to Foreign Individuals Chart.								
J-1	Exchange Visitor	YES WITH RESTRICTIONS	NO	YES WITH RESTRICTIONS	YES WITH RESTRICTIONS	NO	NO	NO	YES
RESTRICTIONS	If the sponsoring institution is not the University of Northern Colorado, additional approvals are required. See Required Documentation for Payments Issued to Foreign Individuals Chart.								
J-2	Dependent of J-1 Visa Holder	YES WITH RESTRICTIONS	NO	YES WITH RESTRICTIONS	YES WITH RESTRICTIONS	NO	NO	NO	YES
RESTRICTIONS	Must have Employment Authorization Document, issued by INS.								
TN	Trade NAFTA (for citizens of Canada and Mexico)	YES WITH RESTRICTIONS	YES WITH RESTRICTIONS	NO	NO	NO	NO	NO	YES
RESTRICTIONS	The listed petitioner must be the University of Northern Colorado..								
WB	Visitor for Business	NO	NO	YES WITH RESTRICTIONS	NO	NO	NO	NO	YES
RESTRICTIONS	May be paid for activities not lasting longer than 9 days. Cannot accept honoraria payment from more than 5 institutions within a six-month period.								
WT	Tourist	NO	NO	YES WITH RESTRICTIONS	NO	NO	NO	NO	YES
RESTRICTIONS	May be paid for activities not lasting longer than 9 days. Cannot accept honoraria payment from more than 5 institutions within a six-month period.								

REQUIRED DOCUMENTATION FOR PAYMENTS TO FOREIGN INDIVIDUALS

NOTE: INDIVIDUAL ON THE FOLLOWING VISA CLASSIFICATIONS MAY BE REIMBURSED FOR TRAVEL AND ASSOCIATED EXPENSES.

INS CLASSIFICATIONS	WORK/PAYMENT AUTHORIZATION	DOCUMENTATION REQUIREMENTS
<p>Permanent Residence</p> <p><i>Must have US Social Security Number(SSN)</i></p>	<p>No restrictions, treated as US citizens.</p>	<p>Employment: Foreign National Tax Information Form, attach I-551 Card (Permanent Residence Card) OR I-551 Stamp, temporary evidence of lawful admission for permanent residence, must be currently valid, employment authorized until expiration date.</p> <p>Independent Contractor/Consultants: Foreign National Tax Information Form, attach I-551 Card (Resident Alien Card) OR I-551 Stamp, temporary evidence of lawful admission for permanent residence, must be currently valid, employment authorized until expiration date, and Independent Contract Agreement.</p> <p>Consultants Charged to Sponsored Programs: Foreign National Tax Information Form, attach I-551 Card (Resident Alien Card) or I-551 Stamp, temporary evidence of lawful admission for permanent residence, must be currently valid, employment authorized until expiration date, and Independent Contract Agreement.</p>
<p>B-1 <i>Visitor for Business</i></p> <p><i>Must have a US Social Security Number (SSN) OR a Individual Taxpayer Identification (ITIN)</i></p>	<p>Employment: NOT AUTHORIZED TO WORK</p>	
	<p>Independent Contractor: NOT AUTHORIZED TO WORK AS AN INDEPENDENT CONTRACTOR.</p>	
	<p>Academic Honoraria: May be paid for Honoraria not lasting longer than 9 days at any single institution. Cannot accept honoraria payment from more than 5 institutions within a 6-month period.</p>	<p>Honoraria: Foreign National Tax Information Form, attach copy of Visa, Passport, front and back of their I-94 Card Departure Record and Honoraria Agreement.</p>
<p>B-2 <i>Visitor for Tourism</i></p> <p><i>Must have a US Social Security Number (SSN), OR a Individual Taxpayer Identification (ITIN)</i></p>	<p>Employment: NOT AUTHORIZED TO WORK</p>	
	<p>Independent Contractor: NOT AUTHORIZED TO WORK AS AN INDEPENDENT CONTRACTOR.</p>	
	<p>Academic Honoraria: May be paid for Honoraria lasting not longer than 9 days at any single institution. Cannot accept honoraria payment from more than 5 institutions within a 6-month period.</p>	<p>Honoraria: Foreign National Tax Information Form, attach copy of Visa, Passport, front and back of I-94 Departure Record and Honoraria Agreement.</p>

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F-1 <i>Student</i> <i>Must maintain full-time enrollment .</i> <i>Must have a US Social Security Number (SSN).</i>	Employment: Authorized (Maximum 20 hours/wk while classes are in session). During school vacation, students may work on campus for maximum of 40hrs/wk if otherwise eligible and intending to enroll for the next academic term. <i>The sponsoring institution <u>must be</u> the University of Northern Colorado.</i>	Employment: Foreign National Tax Information Form, attach copy of Visa, Passport, front and back of I-94 Departure Record, and I-20 Form, Certificate of Eligibility for Nonimmigrant (F-1) Student Status.
	Curricular Practical Training: Employment required for completion of the student's degree program.Requires approval of "designated school official" from sponsoring institution on Form I-20. Employment authorization is job specific. EAD (employment authorization document) not required.	Employment: Foreign National Tax Information Form, attach copy of Visa, Passport, front and back of I-94 Departure Record, and I-20 Form, Certificate of Eligibility for Nonimmigrant (F-1) Student Status. Requires prior approval of "designated school official" from sponsoring institution on Form I-20. Employment authorization is job specific. EAD (employment authorization document) not required.
	Optional Practical Training: Employment during or after completion of studies. The total period of employment may not exceed 12 months. Requires recommendation of "designated school official" from sponsoring institution and approval by INS (Immigration and Naturalization Service). EAD (Employment Authorization Document) required.	Employment: Foreign National Tax Information Form, attach copy of Visa, Passport, front and back of I-94 Departure Record, and I-20 Form, Certificate of Eligibility for Nonimmigrant (F-1) Student Status. Requires prior recommendation of "designated school official" from sponsoring institution and approval by INS (Immigration and Naturalization Service). EAD (employment authorization document) required.
F-2 <i>Dependent of Foreign Students (F-1 Visa holders)</i>	Not permitted to work in the United States under any circumstances.	
H-1B <i>Temporary Worker in a Specialty Occupation</i> <i>Must have a US Social Security Number (SSN)</i>	Employment: Employment permitted only with the sponsoring institution that obtained INS approval for the visa classification. <i>The sponsoring institution must be the University of Northern Colorado.</i> <i>However, individuals may receive INS approval to work in H-1B status for more than one employer. Each employer must petition INS and receive prior approval for employment.</i>	Employment: Foreign National Tax Information Form, attach copy of Visa, Passport, front and back of I-94 Departure Record and I-797, INS Notice of Action, and Prevailing Wage Statement.
	Independent Contractor: NOT AUTHORIZED TO WORK AS AN INDEPENDENT CONTRACTOR.	
	Honoraria: NOT AUTHORIZED TO RECEIVE HONORARIA	

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<p>J-1</p> <p><i>Student</i></p> <p><i>Must maintain full-time enrollment .</i></p> <p><i>Must have a US Social Security Number (SSN).</i></p>	<p>Employment: Authorized (If the sponsoring institution is the University of Northern Colorado)Maximum 20 hours/wk while classes are in session.</p> <p><i>If the sponsor is not UNC, prior written permission must be obtained from the sponsoring institution.</i></p>	<p>Employment: Foreign National Tax Information Form, attach copy of Visa, Passport, front and back of I-94 Departure Record, and IAP-66 Form, Certificate of Eligibility for Exchange Visitor (J-1) Status.</p>
	<p>Academic Training: Eligible for 18 months of training following completion of their program.</p> <p>Must obtain prior written authorization from Responsible Officer of their Designated Program sponsor.</p> <p><i>If the sponsor is not UNC, prior written permission must be obtained from the sponsoring institution.</i></p>	<p>Employment: Foreign National Tax Information Form, attach copy of Visa, Passport, front and back of I-94 Departure Record, and IAP-66 Form, Certificate of Eligibility for Exchange Visitor (J-1) Status.</p> <p>EAD (employment authorization document) not required.</p>
	<p>Postdoctoral Training: Eligible for 36 months of training following completion of their program.</p> <p>Must obtain prior written authorization from Responsible Officer of their Designated Program sponsor.</p> <p><i>If the sponsor is not UNC, prior written permission must be obtained from the sponsoring institution.</i></p>	<p>Non-employee Fellowship: Foreign National Tax Information Form, attach copy of Visa, Passport, front and back of I-94 Departure Record, and IAP-66 Form, Certificate of Eligibility for Exchange Visitor (J-1) Status.</p> <p>EAD (employment authorization document) not required.</p>
<p>J-1</p> <p><i>Exchange Visitor</i></p> <p><i>Must have a US Social Security Number (SSN).</i></p>	<p>Employment: Employment permitted only with the sponsoring institution that obtained INS approval for the visa classification.</p> <p><i>The sponsoring institution must be the University of Northern Colorado</i></p> <p><i>If the sponsor is not UNC, prior written permission must be obtained from the sponsoring institution.</i></p>	<p>Employment: Foreign National Tax Information Form, attach copy of Visa, Passport, front and back of I-94 Departure Record, and IAP-66 Form, Certificate of Eligibility for Exchange Visitor (J-1) Status. Copy of written permission from the sponsoring institution must be attached.</p> <p>EAD (employment authorization document) not required.</p>
	<p>Honorarium & One-time Lecture Fee: <i>If the sponsor is not UNC, prior written permission must be obtained from the sponsor.</i></p>	<p>Honorarium & One-time Lecture Fee: Foreign National Tax Information Form, attach copy of Visa, Passport, front and back of I-94 Departure Record, and IAP-66 Form, Certificate of Eligibility for Exchange Visitor (J-1) Status and Honoraria Agreement. <i>Copy of written permission from the sponsor must be attached.</i></p>

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<p>J-2 <i>Dependent of J-1 Visa Holder</i> <i>Must have a US Social Security Number (SSN)</i></p>	<p>Employment: EAD issued by INS, may work for any employer.</p>	<p>Employment: Foreign National Tax Information Form, attach copy of Visa, Passport, front and back of I-94 Departure Record, and Employment Authorization Document (EAD).</p>
<p>TN <i>Trade NAFTA (for citizens of Canada and Mexico)</i> <i>Must have a US Social Security Number (SSN)</i></p>	<p>Employment: The TN Visa holder may perform professional services for a sponsoring employer in a specific position for a fixed period of time</p> <p><i>The sponsoring employer must be the University of Northern Colorado.</i></p>	<p>Employment:</p> <p><i>Citizens of Canada:</i> Foreign National Tax Information Form, attach copy of Visa, Passport, front and back of I-94 Departure Record.</p> <p><i>Citizens of Mexico:</i> Foreign National Tax Information Form, attach copy of Visa, Passport, front and back of I-94 Departure Record, and copy of INS Form I-797A.</p>
<p>WB <i>Visitor for Business</i> VISA WAIVER <i>Must have a US Social Security Number (SSN), OR a Individual Taxpayer Identification (ITIN)</i></p>	<p>Employment: NOT AUTHORIZED TO WORK</p>	
	<p>Independent Contractor: NOT AUTHORIZED TO WORK AS AN INDEPENDENT CONTRACTOR.</p>	
	<p>Academic Honoraria: May be paid for activities lasting not longer than 9 days at any single institution. Cannot accept honoraria payment from more than 5 institutions within a 6-month period.</p>	<p>Honoraria: Foreign National Tax Information Form, attach copy of Visa, Passport, front and back of I-94 Departure Record and Honoraria Agreement. Thirty percent (30%) US tax withholding is required from all WB visa holders.</p>
<p>WT <i>Visitor for Tourism</i> VISA WAIVER <i>Must have a US Social Security Number (SSN), OR a Individual Taxpayer Identification (ITIN)</i></p>	<p>Employment: NOT AUTHORIZED TO WORK</p>	
	<p>Independent Contractor: NOT AUTHORIZED TO WORK AS AN INDEPENDENT CONTRACTOR.</p>	
	<p>Academic Honoraria: May be paid for activities lasting not longer than 9 days at any single institution. Cannot accept honoraria payment from more than 5 institutions within a 6-month period.</p>	<p>Honoraria: Foreign National Tax Information Form, attach copy of Visa, Passport, front and back of I-94 Departure Record and Honoraria Agreement.</p>