



As an international scholarship student-athlete, you will be taxed on your scholarship above tuition, fees, and books at a rate of 14%. International student-athletes whose home country has a scholarship tax treaty with the United States may stop the 14% tax by obtaining an International Tax Identification Number (ITIN) and submitting the information to the ISSO. The following is a step-by-step guide to your taxes.

GLACIER and Annual Reporting

- ASU Financial Services Initial GLACIER Email.
 - Please read all emails from Financial Services (e.g., Kelly Best or Bari Simmons) including the Welcome to GLACIER Tax Prep email.
 - Create account in GLACIER.
 - Complete the Create/update/view my Individual Record; then
 - View/print my forms; then
 - Take forms including a copy of your athletics scholarship to Financial Services.

- Complete the ITIN application with Financial Services (Bari Simmons), including:
 - Take two letters to ISSO for a signature of the Designated School Official (DSO).
 - ISSC will mail the ITIN application packet directly to the IRS for you, but you need to provide \$2 in US postage stamps to cover the mailing cost.

- Finalize the GLACIER Record.
 - Once you obtain your ITIN (4-8 week process), you will enter in the information into GLACIER; then
 - Print off and sign all of the GLACIER documents, included in your forms packet.
 - Turn the documents into Financial Services (e.g., Kelly Best or Bari Simmons).
 - Individuals whose country has a scholarship tax treaty will stop the tax withholdings shortly after turning in the signed, original IRS Form W-8Ben to Financial Services.

- [IRS Instructions: Special Instructions for Student and Exchange Visitor Program Institutions](#)

U.S. and Arizona Income Taxes

- Retain your Form 1042-S from Financial Services (e.g., Kelly Best or Bari Simmons).
- In mid- to late-February, the Complete my U.S. tax return using GTP (GLACIER Tax Prep) will become live in your GLACIER account.
- Read through all tutorials and watch the GTP tutorial video to help you complete your tax return.
- Submit your 1040NR and other applicable documents to the U.S. IRS.
- Complete your state income tax return (Arizona plus any other states you lived in before ASU).