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## Sprintax FAQs

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## General

### What is the difference between Sprintax Calculus and Sprintax Returns?

**Sprintax Calculus** is a tool that ensures that you're taxed correctly on payments made to you by Amideast. It also creates and manages your tax documents in a secure online environment. When you log into Sprintax Calculus, you will need to complete the questionnaire. Sprintax will identify any deductions and tax treaty benefits. Sprintax will do the calculations and prepare your relevant documents. You also have the option to transfer your data from Sprintax Calculus into Sprintax Returns to prepare your tax return.

**Sprintax Calculus Login Page:** <https://calculus.sprintax.com/>



### Log In

Log in to your Sprintax Forms account

Don't have an account? [Sign up](#)

Username \*

Password \*

[Forgotten password?](#)

Login

[Log in](#) with your institution account

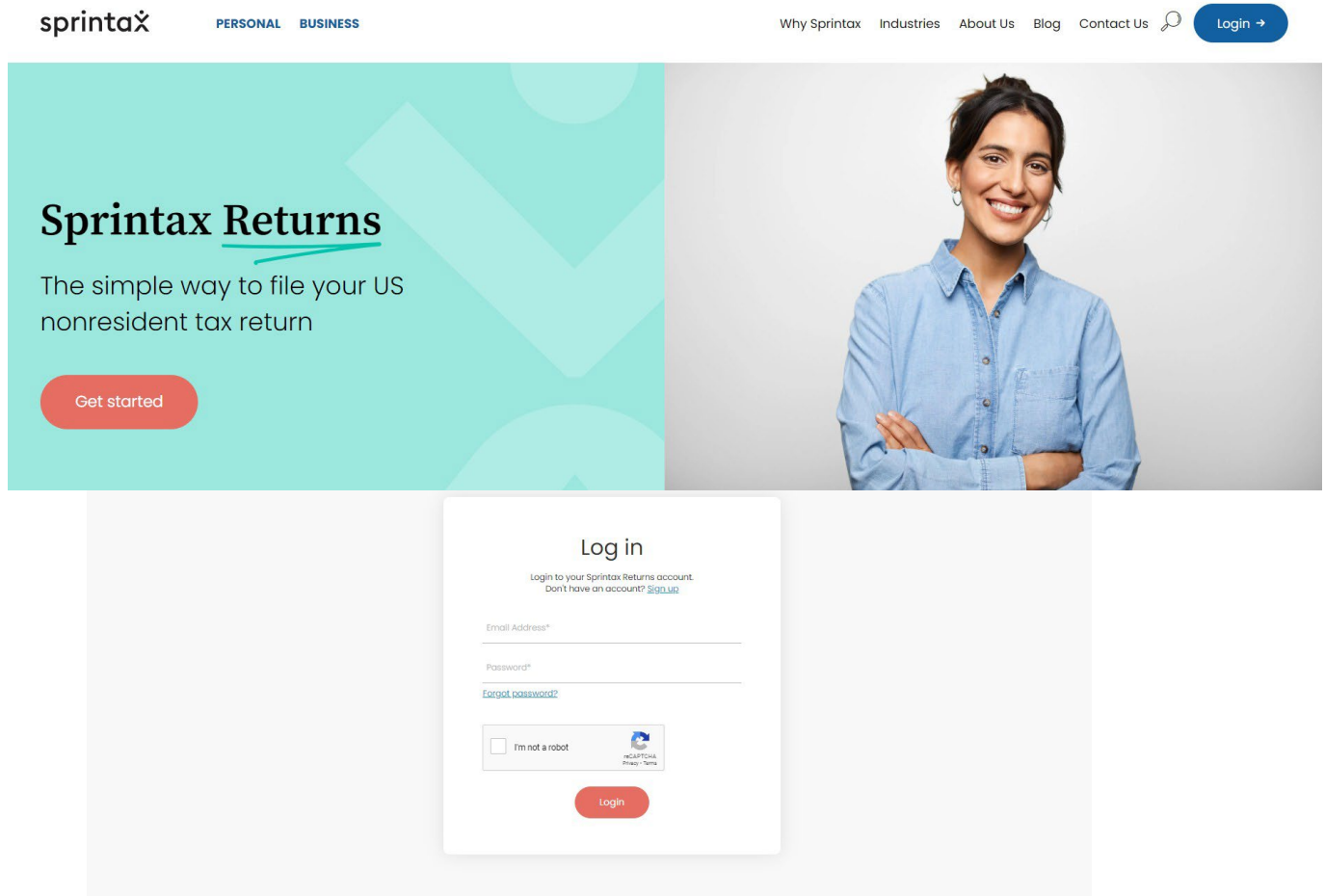
The **Sprintax Returns** website will assist you with preparing your non-resident Federal and State tax returns. When you log into Sprintax Returns, you can select the tax year that you need assistance with. You will be asked some tax-related questions and Sprintax Returns will populate your relevant tax return forms. **You will then need to print, sign and mail (or e-File if available) these tax forms to the IRS** or to the State tax authorities if it is a State tax return. Neither Amideast nor the Fulbright Program will reimburse mailing and/or shipping costs associated with submitting your return.



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**Sprintax Returns Login Page:** <https://www.sprintax.com/>



## What is the timeline for filing my tax return?

From January to February, Amideast and Sprintax work to finalize your Form 1042-S. By March 15<sup>th</sup>, you can expect to receive your Form 1042-S. Generally, April 15<sup>th</sup> is Tax Day in the United States, the deadline to complete and mail or e-File your tax return and documents to the IRS. If this date conflicts with a local D.C. holiday, it will generally be the next business day. In 2024, the deadline is **April 15, 2024**, for your 2023 tax return.

## Using Sprintax Calculus

### How do I log into my Sprintax Calculus profile?

To log into Sprintax Calculus, simply visit <https://calculus.sprintax.com/> and enter your login details to access your account. Your username is your email address.

### What should I do if I have forgotten my password?

You can reset your password by clicking the “Forgotten password?” link in the login area for Sprintax Calculus. Sprintax will then send you a password reset email to the email address that is registered with your Calculus account.



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# Log In

Log in to your Sprintax Forms account

Don't have an account? [Sign up](#)

Username \*

Password \*

[Forgotten password?](#)

Login

[Log in](#) with your institution account

## When will I receive my Form 1042-S?

The Form 1042-S reports the amount of money paid to you or on your behalf by Amideast to the IRS. This form is necessary for you to complete your tax return. You must wait until you receive it to file your tax return. You will receive your Form 1042-S no later than March 15<sup>th</sup>.

## Where can I find my Form 1042-S in the Sprintax Calculus system?

Your Form 1042-S will appear in the Tax Forms section in your Sprintax Calculus account.

Your Details   Final Summary   **Tax Forms**   Document Exchange

John Smith

**Tax Forms**   2023   [Electronic 1042-S Consent](#)

**Congratulations - Your 2023 record has been finalized!**

Note that your record is locked for changes after the tax year is finalized. If you want to apply changes to your record that you believe can affect your form 1042-S, contact 1042-S Generation.

**1042-S Forms**

Note: this is your 1042-S copy. You only need to keep it for your records. You will need it for your end of year tax return

**Would you like to use our Sprintax tax preparation system?**

You can automatically transfer your details and 1042-S forms to Sprintax Returns. Please select "Yes" below, and sign in to Sprintax Returns using the same credentials as your Forms account.

[Yes, Take Me To Sprintax](#)   [No, Thank You](#)

[Download all documents](#)

1042-S Income Code 16   [Preview](#)



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## Using Sprintax Returns

### How do I log into Sprintax Returns?

To log into Sprintax Returns, simply visit <https://taxprep.sprintax.com/log-in.html> and use your login details to access your Tax Returns account. Your username is your email address.

### What should I do if I have forgotten my password?

You can reset your password by clicking the “Forgot password?” link in the log-in area. Sprintax will then send you a password reset email to the email address you gave us. If you can’t see the password reset email, check your spam folder in case it’s there. Please make sure you use the same valid and current email address that you used to register with Sprintax Calculus. All Amideast Fulbright participants are eligible to use Sprintax Returns.

### Do I need to file a tax return and who can use Sprintax Returns?

Amideast has arranged free access to Federal and Form 8843 tax preparation with Sprintax. If you received money from Amideast or payments were made on your behalf by Amideast during the previous calendar year (tax year), you will need to complete and file a tax return with the IRS. If you were present in the U.S. but do not believe you received any money, you are still required to file Form 8843 with the IRS.

### What documents or information might I need to prepare my tax return?

You will need the following documents to prepare your tax return:

- Passport
- U.S. entry and exit dates for current and all previous visits to the U.S.
- All tax forms you’ve received (including Forms W-2, 1042-S and/or 1099, etc.)
- Visa and immigration status information, including Form DS-2019 (for J visa holders) or Form I-20 (for F visa holders)
- Social Security Number (SSN) or Individual Taxpayer Identification Number (ITIN)

**Tip:** Make sure that you have all payment documents for the tax year you’re preparing your return for.

### I don’t have an SSN or ITIN? What should I do?

If you have not applied for a Social Security Number, please do so as soon as possible. If you were rejected from receiving a Social Security Number by the Social Security Administration, Amideast can assist you to apply for an Individual Taxpayer Identification Number (ITIN) with the IRS to enable you to file your taxes.

### Can I claim a tax treaty?

Depending on your nationality (tax residency immediately before you entered the U.S.) and other conditions, you may be able to claim a tax refund under an international ‘tax treaty’. Tax treaties are agreements between the U.S. and other countries that allow you to claim back tax you paid while studying or working abroad.

Sprintax always checks if you’re eligible for an international tax treaty when we prepare your U.S. tax return. Your eligibility depends on factors like your nationality (tax residence), length of stay, purpose of your stay, type of income, and visa.



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## What type of visa do I select from the list?

Almost all Amideast students are on a J-1 Student visa. In most cases, you will select **J-1 Student** for the visits that relate to your time with Amideast. If you have had multiple visits to the U.S., you can add visits and select the visa type that relates to each visit. If you are unsure of your visa type, please check the “Visa Type/Class” line on the visa stamp on your passport or the large rectangular field below your SEVIS number on your DS-2019 (top right).

### Residency

Have you been a US citizen, by birth or naturalization, on the last day of 2023?  
Yes ☐ No ☒

You are here

- 1 RESIDENCY
  - Residency Status →
  - Visa Details
- 2 GETTING TO KNOW YOU
- 3 LET'S TALK MONEY
- 4 OFFSET YOUR EXPENSES
- 5 ABOUT YOUR COLLEGE
- 6 STATE TAXES
- 7 REVIEW
- 8 FINALIZING

J1 - Camp Counselor

J1 - Exchange Cultural Program Visitor

J1 - Internship

J1 - Trainee

J1 - Professor/Lecturer/Teacher

J1 - Physician

J1 - Researcher

J1 - Research scholar

J1 - Scholar/Short-Term Scholar

**J1 - Student**

J1 - Summer Work and Travel

J1 - International visitor

J2 - Spouse or child of J1 visitor

L - Executive or special knowledge staff, spouse and children

M1 - Vocational student or other nonacademic student

M2 - Spouse or child of M-1

O - Foreign national with extraordinary ability in Sciences, Arts, Education, Business or Athletics

P - Performing athlete, artist, entertainer

Q1 - International cultural exchange visitors

Q2 - International cultural exchange visitors

J1 - Student

08/14/2022

02/18/2024

+ Add Visit

How do I know my info is correct?



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## I have income besides my Fulbright grant. Where do I enter this?

If you have additional income other than funds you receive from Amideast or that Amideast pays on your behalf, you can report this in the Income Documents section. You can add income documents by clicking on '+ Add Document' and clicking on the dropdown menu and selecting which income document/s you have.

# Income Documents

## Let's Talk Money

You are here

RESIDENCY

GETTING TO KNOW YOU

LET'S TALK MONEY

- Income Documents →
  - 1042 S [1]
  - Other Income
  - Additional Tax Info
  - Tax treaty verification

OFFSET YOUR EXPENSES

ABOUT YOUR COLLEGE

STATE TAXES

REVIEW

FINALIZING

### Your Income Documents

Tell us about the income documents you received in 2023.

- For each unique form that you received select "+add document" to enter the information into the system.
- If you have received a form with multiple identical copies from one employer, please treat it as one form.
- You may enter as many of each different form as necessary.
- DO NOT combine information from different forms, enter each form separately.

Income document type	Quantity
1042 - S	1
W-2 form(s)	1
+ Add Document	

NOTE: If you have more than 200 payment forms of a single type please contact our [24/7 Live Chat](#) for help with organizing your Tax Return(s) which will be prepared offline. Please note that additional charges for tax preparation and consultation may apply.



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If you have received income that you have not received a document for, you can report this in the 'Income not reported elsewhere' section shown below.

## Other Income

### Let's Talk Money

#### Income not reported elsewhere

Did you receive any other income from US sources that is not reported on your W-2

Yes ☒ No ☐

What type of income did you receive?	Amount	Type of Service/ Entity/ None	Employer Name
Please Select	0		
<a href="#">+ Add Not Reported Income</a>			

You are here

- RESIDENCY
- GETTING TO KNOW YOU
- LET'S TALK MONEY
  - Income Documents
  - 1042 S [1]
  - Other Income →
- OFFSET YOUR EXPENSES
- ABOUT YOUR COLLEGE
- STATE TAXES
- REVIEW
- FINALIZING

### What entity is Amideast?

For Amideast, you can select 'College, University or other Educational institution' from the 'Type of entity' drop down as shown below.

Type of entity

Please Select

## Form 1042-S

### Foreign Person's U.S. Source Income Subject to Withholding

2023

OMB No. 1545-0096

Form 1042-S

Department of the Treasury  
Internal Revenue Service

UNIQUE FORM IDENTIFIER

AMENDED

AMENDMENT NO.

1 Income code

2 Gross income

3 Chapter indicator. Enter "3" or "4"

3a Exemption code

3b Tax rate

4a Exemption code

4b Tax rate

5 Withholding allowance

6 Net income

7a Federal tax withheld

7b Check if federal tax withheld was not deposited with the IRS because escrow procedures were applied (see instructions)

7c Check if withholding occurred in subsequent year with respect to a partnership interest

8 Tax withheld by other agents

9 Overwithheld tax repaid to recipient pursuant to adjustment procedures (see instructions)

10 Total withholding credit (combine boxes 7a, 8, and 9)

11 Tax paid by withholding agent (amounts not withheld) (see instructions)

12a Withholding agent's EIN

12b Ch. 3 status code

12c Ch. 4 status code

12d Withholding agent's name

12e Withholding agent's Global Intermediary Identification Number (GIIN)

12f Country code

12g Foreign tax identification number, if any

12h Address (number and street)

12i City or town, state or province, country, ZIP or foreign postal code

13a Recipient's name

13b Recipient's country code

13c Address (number and street)

13d City or town, state or province, country, ZIP or foreign postal code

13e Recipient's U.S. TIN, if any

13f Ch. 3 status code

13g Ch. 4 status code

13h Recipient's GIIN

13i Recipient's foreign tax identification number, if any

13j LOB code

13k Recipient's account number

13l Recipient's date of birth (YYYYMMDD)

14a Primary Withholding Agent's Name (if applicable)

14b Primary Withholding Agent's EIN

15 Check if pro-rata basis reporting

15a Intermediary or flow-through entity's EIN, if any

15b Ch. 3 status code

15c Ch. 4 status code

15d Intermediary or flow-through entity's name

15e Intermediary or flow-through entity's GIIN

15f Country code

15g Foreign tax identification number, if any

15h Address (number and street)

15i City or town, state or province, country, ZIP or foreign postal code

16a Payer's name

16b Payer's TIN

16c Payer's GIIN

16d Ch. 3 status code

16e Ch. 4 status code

17a State income tax withheld

17b Payer's state tax no.

17c Name of state

You are here

- RESIDENCY
- GETTING TO KNOW YOU
- LET'S TALK MONEY
  - Income Documents
  - 1042 S [1] →
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- STATE TAXES
- REVIEW
- FINALIZING



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### Can I file jointly with my spouse?

If you are married, in most cases you do not have the option to file a return jointly with your spouse if both you and your spouse are non-resident aliens. If you file Form 1040NR, your only option is to file a single tax return (married non-resident alien status is also treated as a single). If you are filing Form 1040NR-EZ, you can only claim "single non-resident alien" or "married non-resident alien", which are both treated as single filing status and in most cases you cannot claim dependency exemptions.

### Do my dependents have to file a tax return?

If your dependent resided with you in the U.S. during the tax year, they could also be required to submit a tax return.

### Can I claim dependents on my tax return?

A 'dependent' is a broad definition of a child or another member of your household. In general, non-residents are not allowed to claim dependents with a few exceptions.

### What should I do if I enter incorrect information on my tax return in Sprintax?

If you enter the wrong information on your tax return in Sprintax, you can simply go back through the steps, correct the information, and submit your tax return again. If the correction is made on your Federal tax return, the access code will still be valid and cover the changes made to your tax return. If the changes are for your State return, you won't be asked to pay again.

Please note that you are allowed to change any piece of information in your account, such as addresses, name, and other personal data. However, to protect user's privacy and security the user is allowed to change just one piece of unique personal information at a time and these are: your name(s), date of birth (DOB) and SSN. For example, if you made a mistake in your DOB and you want to correct it, you can do that, but you will be unable to change your name or SSN at the same time as those fields will be locked for editing.

### What should I do if I discover a mistake on the tax return I filed with the IRS?

If you submit incorrect information on your tax return to the IRS, you will need to correct this by completing and filing a 1040X – Amended U.S. Individual Income Tax Return. Sprintax can help you complete your Federal amended tax return. Simply create an account or log into your existing one and tick the box next to "I want to correct my tax return I already sent to the IRS" for the relevant tax year. Next, simply click on Edit and you will be able to proceed with amending your return.

Contact the Sprintax team ([amideast@sprintax.com](mailto:amideast@sprintax.com)) via our online chat system for additional information about amending your State tax return.

### Where can I enter my Amideast access (discount) code?

Simply enter the code on the 'Review Your Order' page to get your discount. You must have a different access code for every tax year and each code can only be used once. You can find the access code on the email sent to you by Amideast with instructions on filing your tax return. This access code covers the cost of the Federal tax return and Form 8843. Any additional tax returns or other documents prepared by Sprintax (such as for state taxes) are not covered.



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## Can I e-File my tax return?

E-File is available for Federal tax returns using Sprintax. In order to be eligible for e-Filing, your return must meet certain criteria. More information can be found on the [Sprintax website](https://www.sprintax.com) or by contacting [amideast@sprintax.com](mailto:amideast@sprintax.com).

## What is the April 15th deadline?

The April 15<sup>th</sup> tax deadline is usually the date by which all tax returns must be filed for the previous year. If you owe the IRS money and you don't file your tax return by April 15th, the IRS will impose late filing penalties and interest on the amount you owe, so the sooner you file the better. (Note: the specific date in April can change from year to year.)

## What should I do if I owe money to the tax office?

If you underpaid your taxes, you need to pay the outstanding amount to the relevant tax office before the deadline (15th of April 2024 for tax year 2023). If you end up owing additional taxes with your return, you have various options to pay your taxes. You can pay by check, bank transfer, or use your credit or debit card.

You may need to prepare a payment voucher and mail it to the IRS with a check or money order if you choose this payment method. If you choose to pay with a payment voucher, Sprintax will provide the filled-out form for you. You will find detailed information about the method you have chosen in your instructions.

## I will not be able to send my return on time. What should I do?

If you are not able to file your federal income tax return by the due date, you may be able to get an automatic six-month extension. To apply for the additional time, you must file 'Form 4868: Application for Automatic Extension of Time to File U.S. Individual Income Tax Return' by the original deadline for filing your tax return.

You should note that Form 4868 is an extended deadline to file your tax return but is not an extension of time to pay any money due. If you owe any tax, you must estimate your tax liability on Form 4868 and pay any amount due at that time.

## When I've mailed my tax return to IRS how can I check the status of my tax return?

You can check the status of your federal tax refund at any time by using the "Where's My Refund?" tool on the [IRS website](https://www.irs.gov). You can also call the IRS TeleTax System on (800) 829-4477 or the IRS Refund Hotline on (800) 829-1954.

When you call or visit the IRS website, you will need the following information:

- The first social security number shown on the federal return
- Your filing status (single or married filing separately etc.)
- The exact amount of the refund shown on your federal return (\$ amount of the refund)



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## Should I file a tax return if I had no income?

If you have been present in the U.S. during the tax year on F, J, M or Q visa status and did not receive any income you should only file the Form 8843-Statement for Exempt Individuals, to explain the basis of your claim that you can exclude days of presence in the U.S. for purposes of the substantial presence test and to meet the obligations of your academic visa.

Form 8843 is not an income tax return. Form 8843 is merely an informational statement required by the U.S. government. Sprintax will help you prepare your 8843 form quickly and easily just by answering our straightforward questionnaire!

All you need to do is:

- Create or login to your account.
- Fill in some information about your stay in the United States.
- Finalize the process and review your form.
- Print, sign, and mail the forms to the IRS.

## Do I have to file a state tax return?

In the United States, besides federal tax, there are also state taxes and local taxes (in addition to many other types of tax such as FICA, sales, property, etc.). Whether you need to file a state tax return will depend on the tax rules of the state in which you lived and/or worked. Sprintax will prepare your federal tax return and if requested, they will also prepare your state tax return for a fee. You may be eligible to receive reimbursement from Amideast for state taxes that you may owe as a result of your Fulbright grant income. State taxes owed as a result of employment are not eligible for reimbursement and are your responsibility to pay.

## Where can I find my tax return in case I haven't printed or saved it?

If you need to reprint or modify your tax return, simply log-in to your account and click on the **"Download Forms"** section on the drop-down menu in the top right corner.

## I am having software/browser issues.

Generally, this could be caused by something in your browser or computer interfering with normal network interaction. The issues that you encounter within your Sprintax account can be solved by:

- Logging in through a different browser. Some versions of browsers do not fully comply with the Sprintax software.
- Clearing your browser cache and cookies.
  - A cookie is a small file that is stored on your computer when you visit a website and contains information about your previous interactions with that website. Sometimes cookies can cause problems with your browser loading certain websites, especially if a website has recently gone through an update of its layout.
  - The cache file saves parts of websites you have loaded, but just like cookies, can cause problems if a website has gone through a design change.
  - Clearing your browser cache and cookies may clear information that is saved to websites you visit, such as any usernames or passwords that may be saved and automatically entered each time you visit that site.
- Perform a "hard refresh" in your browser (Windows: Ctrl+Shift+R / Mac: Command+Shift+R)



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### **If I am due a refund, where should I have it sent?**

If you expect to receive a tax refund from the IRS, you can select to have it direct deposited or mailed to you by check. Please provide an address that you expect to have access to in the six months after filing your tax return.

### **If I worked during the year or am on academic training, how do I know if part of the refund is due back to me?**

After you have completed your tax return and mailed it to the IRS, Sprintax will provide a tax refund breakdown to Amideast that shows what portion of each grantee's refund is due back to Amideast or belongs to the grantee.

### **How long will it take to get my refund?**

Exact timelines are determined by the IRS on a case-by-case basis. Tax return processing time for paper tax returns (including non-residents 1040NR) is estimated at 4-6 weeks from the date the tax return is received by the IRS (not from the date you sent it). Please allow an additional 1-2 weeks of processing time for mailing if you requested a check before you contact IRS. Please note that it may take the IRS up to six months to process non-resident returns.

### **What if I miss the deadline and file late, or don't file at all?**

Non-residents can apply for their tax refunds even after the April deadline, but a return has to be filed no more than three years after the original deadline in order for the IRS to issue a refund.

You should not worry about the penalties and fines if you have no tax liability, the IRS will not penalize you if you do not file a return on time.

The deadline for filing your Form 8843 is the same as the deadline for filing your tax return. If you owe additional tax for the year, you must file a return and pay those taxes on time to avoid late filing and payment interest and penalties. The IRS charges substantial interest and penalties on past due taxes. Where there are additional taxes due, the IRS treats each late filer individually and calculates penalties and interest based on the balance due shown on the return or adjusted by the IRS. Once the IRS processes your return, they'll calculate the penalties and interest based on the number of days your return is late, and then send you a separate bill. For this reason, Sprintax cannot calculate late filing penalties or interest.

The terms of your visa require that you stay in compliance with all laws of the United States, including the rules relating to income tax filing. If you want to apply for permanent residence in the United States at a later date you will be asked to prove that you have complied with all tax laws.

### **How can I get help?**

The Sprintax team is ready to help! Simply log into your account to access the Live Chat to talk to an agent or email [amideast@sprintax.com](mailto:amideast@sprintax.com).



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## Additional Sprintax Information

### How does Sprintax work?

Sprintax is easy to use and works as follows:

- You create an account, or log-in if an account has already been created.
- You then answer the Sprintax questionnaire.
- Sprintax then reviews your details for all applicable allowances and deductions.
- Sprintax finalizes the calculations and prepares your tax return.
- You e-file or print your tax return, sign it, and mail it to IRS.

### How will Sprintax help me?

Sprintax offers a range of services to assist in the preparation of tax returns, including the following:

- Federal tax preparation with Form 1040NR and 1040NR-EZ (*covered by your Amideast access code*)
- State tax preparation (*for an additional fee*)
- Form 8843 (*covered by your Amideast access code*)
- ITIN preparation (Form W-7)
- FICA preparation (Form 843)

### How long can I access my Sprintax online account for?

You can access your Sprintax account for as long as you like and if you choose to use our service for future tax years, you can still access the same account.

### What are the fees?

#### Sprintax Individual User Pricing

Service	SprintaxNR Pricing	Covered by Amideast?
Federal Tax Preparation (Form 1040 NR and Form 8843)	\$51.95	Yes
State Tax Preparation (per state)	\$44.95	No

If your individual circumstances are not supported by the Sprintax software, your tax return may be prepared offline instead.



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## Common errors while preparing your tax return in Sprintax Returns.

### **Make sure you select your correct immigration status.**

- If your status in the US is "J" category you can find the subcategory of your J status in Box 4 on your DS-2019.
- Example: If box 4 states "Student," in Sprintax Returns select J1 Student visit.

### **Make sure you enter your Form 1042-S(s) only once.**

- Your payer will provide you with 3 copies of a Form 1042-S, copies B, C, and D, representing the same income. Copy B is to be kept for your records, Copy C is to be attached to your federal income tax return, and Copy D is to be attached to your state tax return (if you need to file such).

### **Wait until you receive all payment documents (W2s, Form 1042-S, etc.) before you file your tax return.**

### **Use an address that you will have access to for the next six months in case the U.S. tax authorities send you a letter or tax refund check.**

### **Do not mail returns to the U.S. tax authorities without a valid SSN or ITIN, or an application for an ITIN.**

- If you do not currently have an SSN or ITIN, you can apply for an ITIN by signing and mailing Form W-7 along with your Federal tax return accompanied by supporting documents as instructed in your ITIN package in Sprintax Returns.