Fellows Pay Plan Form: 2004-2005 Fellows
STANFORD HUMANITIES CENTER

Name: ________________________________________________________________

☐ Enclosed is my completed Declaration of Tax Status form (required).

☐ I would like to be paid directly by Stanford University

☐ I would like Stanford to pay my fellowship stipend to my home university, so I stay on its regular payroll. If you checked this option, please note the contact person at your home university with whom we should work to arrange this:
Name _____________________________________________
Phone/Email ________________________________________

☐ I need an alternate payment timeline to help me comply with the terms of other grants I’ve received (please note specifics in Comments section below).

My desired pay plan for my fellowship stipend for 2004-2005 is:
   9 months__________________
   10 months__________________
   11 months__________________
   12 months__________________

Commencing (month):
(The earliest date that your first check can be available is September 30th, 2003).
PLEASE NOTE you have to physically be here/in residence to receive fellowship stipend money.)

My desired moving/housing allowance pay plan is:
   9, 10, 11, or 12 months OR quarterly (3 installments):__________________
Commencing (month):
(The earliest date that your first check can be available is September 2nd, 2003.
PLEASE NOTE you have to physically be here/in residence to receive housing stipend money and comply with our residency requirements.)

Comments: ______________________________________________________
______________________________________________________________
______________________________________________________________
______________________________________________________________
______________________________________________________________

Send this form and the Declaration of Tax Status form by 5/31/04 to:

   Priscilla Spolyar, Financial Administrator
   Stanford Humanities Center
   424 Santa Teresa Street
   Stanford University
   Stanford, CA 94305-4015

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Declaration of Tax Status Form

STANFORD UNIVERSITY
DECLARATION OF TAX STATUS FORM LA-6

United States and California laws require that Stanford University have on record information regarding tax status of foreign visitors. Visitors should complete this form and return it to the department being visited. This form is valid only for one calendar year.

Name ___________________________________________________________ Date _________________________ (Please print)

U.S. Address____________________________________________________________________________________

U.S. Citizens
___ I am a U.S. citizen_____________________________________________ Soc. Sec. #_______________________

Signature ______________________________________________________________________________________

Non Residents of the U.S. Refer to Substantial Presence Test on reverse to determine residency status

___ I am (or will be while at Stanford University) a non-resident for U.S. tax purposes.

Passport #___________________________ Soc. Sec. # or ITIN___________________________

Type of Visa indicated on I-94 card - Attach photocopy of passport, visa, and I-94 card; and J-1 Visa holders, please attach photocopy of IAP-66

___ F-1 Student _________________ H-1 Temporary Worker of Distinguished Merit & Ability

___ J-1 Exchange Visitor/Exch Student _________________ J-2 Spouse or child of Exch Visitor or Exch Stu (Attach authorization by INS to receive payment)

___ B-1 Visa

___ B-2 Visa Other ________________________________

F-2 may not receive payment

___ W-B Business Visa Waived by treaty

___ W-T Tourist Visa Waived by treaty

Citizen of_________________ ______________Resident of (if different)___________________________________

Permanent Home Address______________________________________________________________

List dates of previous visits to the U.S. ___________________________ ____________________________

___ I have not received honoraria from more than 5 institutions in the past six months (payment for honorarium only)

Visa #_____________________________________ Signature________________________________________

____________________________________________________________________________________

Alien Residents of U.S.
___ I have a green card (please attach photocopy) Social Security #______________________________

___ I do not have a green card but I am a resident for tax purposes according to the Substantial Presence Test (IRC Section 7701 (b))

I declare under the penalties of perjury that I am a citizen or subject of_________________________; that I was admitted to the United States on or about ________________________, under a____________________visa or permit; that I have established residence in the United States; and I understand that my income will be subject to tax under the internal revenue laws applicable to residents of the United States until such time as I may abandon my residence in the United States.

Signature ___________________________________________________________________________ Date _________________________