



Revised 12/20/2023

## Foreign National Information Worksheet and Substantial Presence Test

Last (Family) Name: \_\_\_\_\_ First Name: \_\_\_\_\_

U.S. Social Security Number: \_\_\_\_\_ If you do not have a U.S. Social Security number, have you applied for one?

Immigration Status (Visa Class):  F-1  O-1  J-1  TN  H-1B  Other: \_\_\_\_\_

First date of entry in your current status: \_\_\_\_\_

I-20, DS-2019, or I-94 end date: \_\_\_\_\_ Country of citizenship: \_\_\_\_\_

Please list any visits to the U.S. prior to your current status. If no visits, please check here:

Year of Entry	Year of Exit	Visa Class	Primary Purpose of Visit
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Please check the appropriate box (check only one box):

- I am a U.S. Permanent Resident.
- I am a **non-student** in J or Q status and I've been in the U.S. in this status **for less than two of the past seven years.**
- I am a **student** in F, J, M, or Q status and I've been in the U.S. in this status **for less than five years.**
- None of the above apply. **If you check this box, please complete the Substantial Presence Test below.**

### Substantial Presence Test -- Complete this section only if you checked the last box above ("None of the above apply").

Years	Visa Class	Date of Entry in U.S.	Date of Departure	Total Number of Days in the U.S.		
2024					X	1 =
2023					X	1/3 =
2022					X	1/6 =
					TOTAL	

#### Certification

I hereby certify, under penalties of perjury, that the information provided on this form is true and correct to the best of my knowledge. In addition, I agree to notify Human Resources Management immediately if any of the information I provided on this form changes.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Please return worksheet to: Truman State University, Office of Human Resources, McClain Hall 101  
 or Fax to: (660) 785-7520 100 E. Normal Ave., Kirksville, MO 63501

#### FOR ADMINISTRATIVE USE ONLY

Exempt Years:				
Exempt Days:				
Residency Status:	Change Date:		Start Date:	