

Some of you will receive a document called the Form 1042-S. If this applies to you, you will receive an email from Glacier and can access this document through your Glacier account. If you did not receive an email from Glacier and do not see the option to View/Print a Form 1042-S in your Glacier account, that means you do not have this form and you may proceed with your tax filing using Sprintax. **Not everyone will receive a Form 1042-S.**

During 2020, you may have received income that must be reported to you by Oklahoma State University using Form 1042-S (Foreign Persons U.S. Source Income Subject to Withholding). If you received multiple types of income, you will receive multiple Forms 1042-S. You may receive this form for any of the following types of income:

- Compensation/Salary/Wages exempt from tax withholding at the time of payment due to an income tax treaty exemption;

- Scholarship or Fellowship payments (for which no services are performed) paid to a Nonresident Alien that are in excess of tuition, fees or a book allowance, whether tax was withheld or tax treaty exempt.

You must use Form 1042-S when you prepare your U.S. federal income tax return; you are required to attach Copy C of Form 1042-S to your Form 1040NR or 1040NR-EZ (as applicable).

Oklahoma State University has prepared your Form 1042-S and it is now available to you via the GLACIER Online Tax Compliance System.

To login to GLACIER and print your Form 1042-S, follow the steps below:

Click on the following web link: <https://www.online-tax.net/>

Click on the GLACIER logo to enter the website.

At the login screen, enter the UserID and Password you selected at the time you first accessed GLACIER.

If you cannot remember your access information, please click on the "Forgot Login" link on the Login screen to request that your access information be sent to the email address contained in your Individual Record. Once you have successfully logged in, you may reset your GLACIER login information at any time.

From the Menu, select "I would like to view/print my Form 1042-S". This selection will allow you to print your Form 1042-S to plain paper. If you encounter any problems in printing the form, please contact support@online-tax.net.

After you access your Form 1042-S you can proceed with Sprintax to prepare your federal and state tax returns. The ISS office will be able to provide a code to use for Sprintax.

If you have any questions or would like to discuss the information contained on your Form 1042-S or regarding Sprintax, please contact me.

Thank you and have a great day.

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