

DECLARATION BY VISITORS ENGAGED IN ACADEMIC ACTIVITIES

This form does NOT need to be completed if the foreign national is in B-1 or WB status and is only being reimbursed for receipted expenses, or is receiving no pay for reimbursement.

NOTE: the term "visitor" on this form refers **only** to those in the U.S. in **B-1, B-2, combined B-1/B-2, WB, WT, or combined WB/WT** status.

1. Family name _____ Given name (names) _____

2. Do you have **either** a U.S. Social Security Number (SSN) **or** a U.S. Individual Taxpayer Identification Number? Yes No . If you do not have an SSN or an ITIN, your host department will help you file for an ITIN while you are here. The SSN or ITIN is assigned to you permanently. You may use it on future visits to Duke or other schools.

3. Passport country _____ Passport number _____

Passport expiration date (month/day/year) ____/____/____

4. Your current visa classification in the U.S. per the Form I-94, Arrival/Departure Record, (circle one)

B-1 B-2 combined B-1/B-2 WB WT combined WB/WT Other _____

Date of most recent entry into the U.S. per the Form I-94 (month/day/year) ____/____/____.

Date authorized stay expires per Form I-94 (month/day/year) ____/____/____.

5. Determination of eligibility for reimbursement or honorarium payment.

Duration of your Duke visit.

Beginning (month/day/year) ____/____/____ Ending (month/day/year) ____/____/____

Count back six months from the ending date to determine the honorarium eligibility period.

Enter that earlier date here. (month/day/year) ____/____/____ Example: Duke visit ends 06-30-99. Six-month period began 1/1/99.

Please answer the following questions regarding your activities during the honorarium eligibility period.

Have you accepted reimbursements or honorarium payments from any U.S. institution during this six-month period?
 yes no

If "yes," from how many institutions have you accepted reimbursement or honoraria?

Were you in "visitor" status (B-1, B-2, WB, or WT) during all of these occasions?

yes no

If "no," on how many of those occasions were you in "visitor" status (B-1, B-2, WB, or WT)? _____

I have read the above (or have had it read to me in my native language) and I understand and agree with it. I confirm that this information is true and correct to the best of my knowledge and belief. I am submitting photocopies of my passport and Form I-94 as evidence of my current status.

Signature of international visitor _____ Date (month/day/year) ____/____/____

Statement of Duke Department Representative

Name (Please print) _____

Check and answer as appropriate. This international visitor **did** **did not** request or require assistance in a language other than English. If assistance was requested or provided in a language other than English, indicate the language and the name of the person serving as translator/interpreter.

Language _____

Name of translator/interpreter (Please print) _____

We confirm that the information contained on this form is true and correct to the best of our information and belief.

Signature of department representative _____

Date (month/day/year) ____/____/____

Signature of translator/interpreter _____

Date (month/day/year) ____/____/____