

Individual Tax Identification Number (ITIN)

What is an ITIN?

An ITIN, or Individual Taxpayer Identification Number, is a tax processing number issued by the Internal Revenue Service (the tax authority for the United States) for certain international students, scholars, staff, their families and short-term visitors. The ITIN is only available to individuals who cannot get a Social Security Number (SSN). It is a 9-digit number, beginning with the number "9", formatted like an SSN (NNN-NNNNNN).

What is the purpose of an ITIN?

ITIN's are only used for federal income tax purposes. Some banks, landlords and other business will accept an ITIN instead of a Social Security Number. However, having an ITIN does not:

- Entitle the recipient to Social Security Retirement benefits;
- Imply anything about someone's immigration status;
- Give an individual the right to work in the U.S.

How do I apply for an ITIN?

—Students and scholars with taxable honoraria, scholarships, fellowships or grants from DU can meet with an ISSS advisor during walk-in hours and bring the following:

- Document Request Form ([PDF](#));
- Completed Form W-7 [Application for IRS Individual Taxpayer Identification Number](#) ;
- Original passport with visa stamp (if applicable);
- Original I-20 or DS-2019 ;
- Print out of I-94;
- Original or copy of the letter or official notification from the University awarding honorarium, scholarship, fellowship, or grant.

An ISSS advisor will review and make copies of your documents, issue a certification letter and mail the application to the IRS.

—All others must apply in person at the local IRS office at 1999 Broadway, Denver, CO 80202 with the following documents:

- IRS Form W-7, [Application for IRS Individual Taxpayer Identification Number](#);
- Original passport with entry visa, if applicable;
- Original I-20 or DS-2019;
- Original I-94;
- Original tax return or evidence you qualify for an exception for passive income or third party reporting.