

Dear Colleagues,

As part of ongoing efforts to enhance compliance and efficiency in the administration of international tax processes, Southern Illinois University Carbondale implemented a new software platform, **Sprintax Calculus**. This system replaced Reuters Tax Navigator and serves as the University's official international tax compliance system.

## Key Information

- **Purpose:** Sprintax Calculus manages international tax residency and withholding determinations for all non-U.S. citizens receiving income from SIU.
- **Impact:** This new system creates efficiencies for departments, students, faculty, staff and Human Resources while maintaining all required records for audit and retention purposes.

## Departmental Action Items

Departments should:

- 1) **Encourage all international employees and student workers** to complete their Sprintax Calculus accounts immediately upon receiving their invitation email. If they have not received an invitation, they need to **e-mail [intltax@siu.edu](mailto:intltax@siu.edu) requesting an invitation.**
  - i) The invitation email will contain the subject line: “{{ firstName }}, welcome to Southern Illinois University Sprintax Calculus.”
- 2) Direct them to **log in using their SIU email address**, complete all required questions, and download, sign, and **upload all requested documents with signature.**
- 3) Remind them that this step is **mandatory** to ensure proper tax withholding and compliance with IRS regulations.

## Why This Matters

Failure to complete a Sprintax account can result in **incorrect tax withholdings**, which may cause:

- Excessive withholding, reducing take-home pay; or
- Under-withholding, resulting in a tax balance owed to the **Internal Revenue Service (IRS)** at year-end.

## Program Benefits

Sprintax Calculus provides several advantages for both the University and our international population:

- Greater ownership and control for students and employees to upload and manage their own tax documents.
- Direct integration with **Sprintax Returns**, which is already in use at SIU, allowing for a seamless transition to filing annual income tax returns.
- More efficient year-end processing of **Forms 1042 and 1042-S**, significantly reducing waiting times for issuance.
- Enhanced communication and support between international students, staff, and the International Tax Office regarding taxation status, treaty eligibility, and related inquiries.

*IMPORTANT: Please note that **old paper forms should no longer be provided or distributed to students or employees.***

## Support and Communication

The International Tax Office will send direct communications to international students, faculty, and staff reminding them to complete their Sprintax accounts. Departments are asked to **reinforce this message** and encourage timely completion.

If an employee or student does not receive their Sprintax invitation, they should contact the **International Tax Office** at [intltax@siu.edu](mailto:intltax@siu.edu) for assistance.

We appreciate your cooperation in supporting this important transition. Your assistance in reminding and encouraging completion will help ensure full compliance, accurate tax withholding, and improved experience for our international community.

Thank you for your attention and partnership.

Sincerely,

SIUC International Tax Office