



6.5.6 Payment to Nonresident Aliens

Chapter 6 - Fiscal	Original Effective Date: May 2000
Section: 6.5 Payroll Services	Date Last Reviewed: May 2016
Responsible Entity: Assistant Vice President for Business Affairs	Date Last Revised: May 2016

I. Purpose

To establish the requirements with regards to payment to nonresident aliens.

II. Scope

This policy applies to all new nonresident aliens employees.

III. Policy

Nonresident alien employees may be authorized to work based on their visa type and type of work. The Office of International Services assists the departments and foreign visitors in obtaining the proper work authorization. Once obtained, the department will process a new hire transaction in PeopleSoft to place the new employee on the payroll using the same procedures as specified for U.S. citizens. For additional requirements regarding withholding of taxes, social security, and tax treaty benefits, refer to the "[Handbook for Payments to International Visitors](#)". This Handbook can be accessed at: <http://uthscsa.edu/business/accounting/international/>

IV. Definitions

There are no defined terms used in this Policy.

V. Related References

There are no related documents associated with this Policy.

VI. Review and Approval History

- A. The approving authority of this policy is the University Executive Committee.
- B. The review frequency cycle is set for three years following the last review date, a time period that is not mandated by regulatory, accreditation, or other authority.

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Effective Date	Action Taken	Approved By	Date Approved
05/2000	Policy Origination		
05/2016	Policy Revision		