

Business & Financial Services

Tax Services



Applying for an Individual Taxpayer Identification Number (ITIN)

The ITIN (Individual Tax Identification Number) is a 9-digit number issued by the IRS to individuals who have an income tax filing requirement but who are not eligible to receive a Social Security Number (SSN).

All ITINs not used on a federal income tax return at least once in three years will expire and require renewal.

Assistance with ITIN Applications

As a SEVP Institution, CSU Tax Services, in partnership with ISSS, is able to provide assistance with ITIN applications for (F), (M) and (J) visa holders.

Please contact the Foreign Tax Office for an appointment (970) 491-3538 or bfs_foreignntax@mail.colostate.edu.

Documentation Requirements for ITIN Application Appointment

- Original Passport and Visa
 - Copy of stamp in passport page
 - Copy of I-20 (F) or DS-2019 (J)
 - Copy of contract or an Invitation to speak (on CSU Department Letterhead) for applicants receiving Honoraria or other compensation for services
 - Copy of Scholarship/Grant award letter from CSU for applicants receiving scholarship, fellowship, or grant income
 - Letter of Denial for an SSN from Social Security Administration (if an SSN has been applied for and was denied)
 - IRS Notice of Denial for an ITIN (if an ITIN was previously applied for and was denied)
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IRS Resources for ITINs

[Individual Taxpayer Identification Number](#)

[Pub 1915 - Understanding your ITIN](#)

[Renewing your ITIN](#)