

Foreign National Visa Matrix

Visa Type	Visa Definition	Related Authorization Documents	Independent Contractor Yes/No	Speaker's Fees/Honorarium Yes/No	Employment Yes/No	Travel Reimbursement including Meal Allowance - see explanation in table below	Prize/Award, Royalty, Rent Yes/No	Non-travel Business Expense Reimbursement Yes/No	GLACIER Use Yes/No
Visitors									
B-1/W-B	For Business	Passport, Visa, and I-94	No	Yes, with Restrictions/ GLACIER	No	Yes, under the Accountable Plan with receipts	Yes, 30% tax withholding/ GLACIER	Yes, with receipts	Yes
GLACIER									
B-2/W-T	For Tourism	Passport, Visa, and I-94	No	No	No	No	Yes, 30% tax withholding/ GLACIER	No	Yes
May be paid for activities incidental to visits. Contact IR@tamu.edu for specifics on interns									
B-1	For Business	Passport, Visa, and I-94	No	No	No	Yes, under the Accountable Plan with receipts. May only pay fee for 9 days of activity - see 9-5-6 rule below	No	No	No
Actual activity longer than 9 days									
B-2	For Pleasure	Passport, Visa, and I-94	Yes/GLACIER	No	No	No - not in the U.S. for business purpose	No	No	Yes
May be paid for activities incidental to visits. Contact IR@tamu.edu for specifics on interns									
J-1	Exchange Visitor/Short Term DS2019 Non TAMU Sponsored	Passport, Visa, and DS2019	(1) Yes, with restrictions/ GLACIER	(1) Yes, with restrictions/ GLACIER	No	(1) Yes, under the Accountable Plan	Yes, 30% tax withholding/ GLACIER	Yes, with receipts	Yes
Contact Accounts Payable, Individual Reimbursements at IR@vpfn.tamu.edu									
Students									
F-1	Student /OPT/CPT	Passport, Visa, I-94 and Form 1-20 A/B EAD required for USCIS-authorized off-campus work and for OPT Notation of Form I-20 required for CPT	No	No	Yes/GLACIER	Yes, under the Accountable Plan traveling as an employee on University business	Yes, 30% tax withholding/ GLACIER	Yes, with receipts	Must update GLACIER for prize/award payment, already in as an employee
Contact Accounts Payable, Individual Reimbursements at IR@vpfn.tamu.edu									
J-1	Student/DS2019/ Student Intern/trainee	Passport, Visa, I-94, and EAD	No	No	Yes/GLACIER	Yes under the Accountable Plan traveling on University business not as an employee	Yes, 30% tax withholding/ GLACIER	Yes, with receipts	Must update GLACIER for prize/award payment, already in as an employee
Contact Accounts Payable, Individual Reimbursements at IR@vpfn.tamu.edu , living expenses are taxable									
Other									
H-1B	Temporary Worker in a Specialty Occupation	Passport, Visa, I-94 and I-797 Approval Notice (carries new I-94 if extension or change of status)	No	No	Yes/GLACIER	Yes under the Accountable Plan traveling as an employee on University business	Yes, for TAMU employees only, 30% tax withholding/ GLACIER	Yes, with receipts	Must update GLACIER for prize/award payment, already in as an employee
Contact Accounts Payable, Individual Reimbursements at IR@vpfn.tamu.edu									

Canadian Citizen	No Documentation		*****Dependent on Primary Visit Prupose*****						
Border Entry not Trade NAFTA - Canada Status - Contact Accounts Payable, Individual Reimbursements IR@tam.u.edu , Must determine primary visit purpose									
TN	Trade NAFTA. Texas A&M University Employee	Passport with TN stamp, possible TN Visa	No	No	Yes/GLACIER	Yes under the Accountable Plan traveling as an employee	Yes, 30% tax withholding/GLACIER	Yes, with receipts	Must update GLACIER for prize/award payment, already in as an employee
Contact Accounts Payable, Individual Reimbursements at IR@vpfn.tamu.edu									
O-1	Person of Extraordinary Ability, Texas A&M University Employee	Passport, Visa	No	No	Yes/GLACIER	Yes under the Accountable Plan traveling as an employee	Yes, 30% tax withholding/GLACIER	Yes, with receipts	Must update GLACIER for prize/award payment, already in as an employee

The Accountable Plan for travel reimbursement requires the following: Receipts must be provided for lodging and travel expenses (airline, rail, automobile, bus). Itemized expenses for meals up to TX state limit per day may be reimbursed without receipts. Meal expenses exceeding TX state limit per day must be documented with receipts. Individual meal expenses over \$75 per day require a receipt and proper departmental authorization. No individual may be reimbursed for meals that include alcohol purchases unless the TAMU account providing the reimbursement permits payment of alcoholic beverages.

9-5-6 Rule: A guest may not be paid a fee if their stay at the institution exceeds 9 days OR they have received more than 5 honoraria payments in the past 6 months. A guest who stays more than 9 days at Texas A&M OR who has already received payments at 5 other universities or venues in the last 6 months is ineligible to receive an honorarium payment. They may receive travel reimbursement as listed above.

(1) Written permission is required for payment, this permission must come from the Responsible Officer (RO) at the institution that sponsored the J-1 visa holder. It may NOT be from their department or supervisor. If the J-1 visa holder is sponsored by a Texas A&M University System member, that member's RO must issue the letter consenting to payment.

Visa Waiver Countries are listed on the web at: http://travel.state.gov/visa/temp/without/without_1990.html#countries

If a guest's visa type is not listed above, please contact Accounts Payable Individual Reimbursements at IR@vpfn.tamu.edu or Payroll Services at payroll@tam.u.edu