



GLACIER Tax Prep (GTP)

The University of Arkansas does not provide tax advice; however, the University has purchased, and is sponsoring **free** access for you to GLACIER Tax Prep which is a secure web-based third-party software designed exclusively to help Nonresident Alien (NRA) students, scholars, teachers, and researchers complete their **federal** income tax returns. GTP is not *just* a software program - it's a "hand-holding" support process from beginning through to tax filing. While GTP does offer an extensive FAQ section & Research library, it also has live support. If at any point you have questions or need assistance, you can simply submit a support request and interact with a real person who will answer your questions or explain issues.

To successfully use the GTP software, you will need to gather all the tax forms that you received for tax year 2022 before you get started. These may include W2 & 1042-S. If you expected a tax document from the University of Arkansas and did not receive it please contact Amanda Sanders, the University's NRA Tax Coordinator, at

Phone: 479-575-3823

Email: ajs030@uark.edu

Web: financial-affairs.uark.edu/fman

Tax Preparation
Assistance for
Nonresident Aliens -
GLACIER Tax Prep (GTP)

In Four Simple Steps, GTP will:

- **Step One:** Determine your U.S. Tax Residency Status
- **Step Two:** Determine your U.S. tax return filing requirements
- **Step Three:** Collect additional information from you to ensure that ALL tax treaty exemptions, deductions, allowances and credits that you are eligible for are applied to your taxes
- **Step Four:** Calculate your Tax Refund (or Taxes Due) and complete your tax forms. All you need to do is simply print, sign and mail! GTP **does not** e-file your return - you **MUST** print, sign & mail your return to the IRS by the April 18th deadline

*The federal tax return
deadline for 2022 taxes is:*

Tuesday, April 18, 2023

How Do I Get Into GLACIER Tax Prep?

You can quickly and easily access GTP from your University of Arkansas GLACIER account from any computer with internet access. Simply log into GLACIER at <https://www.online-tax.net/glogin.asp> and log into your GLACIER account. From the user menu, select "Complete my U.S. tax return using GLACIER Tax Prep". GLACIER will transfer some of your information into GTP so that you will not have to enter all your personal information again. Please verify all of your GLACIER information to make sure it is accurate and up-to-date.

If you are an NRA and don't already have a University of Arkansas GLACIER account, please contact Amanda Sanders, the University's NRA Tax Coordinator, at ajs030@uark.edu for a special access code for GTP.



How Can I Get Help?

If you have questions:

- In GTP, select **FAQ** at the top of any screen
- In GTP, click on **More Info** at the side of the data entry screens to get specific information relating to the topic on that screen
- In GTP, contact GTP Support Center via the **Help** link at the top of any screen if you have a technical issue or question. You may send a question, along with encoded information about your situation, directly to the GTP Support Center. GTP will send a response to the email address in your GTP record so make sure your email address is accurate and up-to-date
- ****Reminder:** Staff members of the University are **not** tax professionals and are **not** able to enter your information into GTP for you, provide you with tax advice, or review your tax forms before you file with the IRS ******

GLACIER Tax Prep Online *LIVE* General NRA Tax and Q&A Sessions

GLACIER will be hosting **19 LIVE General NRA Tax & Q&A sessions** with an NRA tax professional. If you want to participate you should:

- Log into GTP;
 - From the menu, select "LIVE General Nonresident Alien Tax Information and GTP Q&A Sessions; and,
 - Click on the link and enter the Passcode
- Space is limited. You may join or exit the session at any time; if the session is full, you may wait in the "waiting room" until space opens

- The General NRA Tax Session will be a presentation and then questions will be accepted. The GTP Q&A sessions allow you to ask a question to a Tax Professional and then leave, if desired - it is not necessary to stay the entire hour; but you can if you want to hear others' questions
- CHAT will be used to ask questions; the presenter will read your question aloud and provide the answer
- For questions that are very specific to your federal tax situation, you should log into your GTP account, select "Help" and send the question to GTP Help

Topic	Date	Start (CST)	End (CST)
GTP and Tax Q&A	Monday, March 6, 2023	12:05 PM	1:00 PM
GTP and Tax Q&A	Tuesday, March 7, 2023	7:05 PM	8:00 PM
GTP and Tax Q&A	Thursday, March 9, 2023	9:05 AM	10:00 AM
GTP and Tax Q&A	Monday, March 13, 2023	12:05 PM	1:00 PM
GTP and Tax Q&A	Tuesday, March 14, 2023	7:05 PM	8:00 PM
GTP and Tax Q&A	Friday, March 17, 2023	9:05 AM	10:00 AM
GTP and Tax Q&A	Monday, March 20, 2023	12:05 PM	1:00 PM
GTP and Tax Q&A	Wednesday, March 22, 2023	3:05 PM	4:00 PM
GTP and Tax Q&A	Thursday, March 23, 2023	1:05 PM	2:00 PM
GTP and Tax Q&A	Monday, March 27, 2023	12:05 PM	1:00 PM
GTP and Tax Q&A	Tuesday, March 28, 2023	7:05 PM	8:00 PM
GTP and Tax Q&A	Friday, March 31, 2023	10:05 AM	11:00 AM
GTP and Tax Q&A	Monday, April 3, 2023	12:05 PM	1:00 PM
GTP and Tax Q&A	Wednesday, April 5, 2023	3:05 PM	4:00 PM
GTP and Tax Q&A	Thursday, April 6, 2023	6:05 PM	7:00 PM
GTP and Tax Q&A	Monday, April 10, 2023	12:05 AM	1:00 PM
GTP and Tax Q&A	Tuesday, April 11, 2023	11:05 AM	12:00 PM
GTP and Tax Q&A	Thursday, April 13, 2023	5:05 PM	6:00 PM
GTP and Tax Q&A	Monday, April 17, 2023	12:05 PM	1:00 PM