

Welcome to MIT!

As you start your appointment at the Institute, you will soon be paid by MIT via the [HR/Payroll](#) team in the Office of the Vice President for Finance (VPF). We will process your pay and withhold any applicable taxes from your paycheck.

As a first step you will need to provide information to determine your U.S. tax status to ensure we are withholding the correct tax amount from your paycheck. MIT uses **Sprintax Calculus**, a tax platform designed to assist foreign nationals to determine their U.S. tax status and eligibility for a U.S. Tax Treaty. You will be able to complete all required paperwork for the U.S. Internal Revenue Service (IRS) and VPF HR/Payroll through Sprintax Calculus.

**MIT has created an account for you within Sprintax Calculus, using your MIT email address as your username.** As you already have an account, do not attempt to create another account on your own. You will soon receive an email from [noreply@sprintax.com](mailto:noreply@sprintax.com) with the subject line *Welcome to Sprintax Calculus*. This email will contain a secure personal link for you to reset your password. Once you reset your password you will be able to set up your account in Sprintax Calculus.

Please do not ignore the email from [noreply@sprintax.com](mailto:noreply@sprintax.com). It is important to take time to review it carefully and set up your account accurately. You should set up your account and provide all required forms and documentation as soon as possible as they are needed to determine your U.S. tax status and calculate how much federal taxes will be withheld from your future paycheck.

If you have questions on setting up your account with Sprintax Calculus, see the [Sprintax FAQ](#) on the [VPF website](#) or email me at [nratx-payroll@mit.edu](mailto:nratx-payroll@mit.edu).

Sincerely,

Vanina Strickland

Vanina Strickland | Foreign National Payroll and Tax Coordinator  
Office of the Vice President for Finance – HR/Payroll  
Atlas Service Center – Tuesday and Wednesday 10 am - 4:30 pm via Zoom  
[nratx-payroll@mit.edu](mailto:nratx-payroll@mit.edu)