

Weber State University
Payment Process and Tax Information for US Citizens, Nationals, and Permanent Residents
 (As of 05/2018)

Payment Type	Definition	Process	Tax Information
Scholarship	A scholarship payment is generally an amount paid for the benefit of a student at an educational institution to aid in the pursuit of studies.	Scholarship payments are processed through the Financial Aid Office.	Weber State University will report scholarship payments to the IRS. Recipient will receive Form 1098-T.
Fellowship	The purpose of a fellowship payment is to further the education and training of the student in his or her individual capacity. Fellowship payments are paid to, or for the benefit of an individual primarily to aid in the pursuit of study or research. To qualify as a fellowship payment, the payment must be a relatively disinterested "no strings attached" educational grant.	Fellowship payments are processed through the Financial Aid Office.	Weber State University will report fellowship payments to the IRS. Recipient will receive Form 1098-T.
Prizes/Awards	Prizes such as awards won in a contest are not scholarships if the recipient does not have to use the award for educational purposes.	Contest prizes/awards are processed through the WSU Paw Place system (Purchasing Office)	Weber State University will report to the IRS amounts greater than \$600. Recipient will receive Form 1099.
Academic Achievement Awards	Exemplary academic performance awards based on GPA without action on the recipient.	Academic achievement awards are processed through the WSU Paw Place system (Purchasing Office)	Weber State University will report Academic Achievement Awards payments greater than \$600 to the IRS. Recipient will receive Form 1099-MISC. Prizes and awards received in recognition of outstanding academic performance are taxable unless the recipient is chosen without action on their part, the recipient is not

			expected to perform any services, and the award is transferred to a charitable organization or governmental unit.
Honorarium	An honorarium is typically a small payment made on a special or non-routine basis to an individual who is not an employee of the University, to recognize or acknowledge the contribution of gratuitous services to the University. The payment, if necessary, should be recognized, not as an equivalent value to a professional charge, but as a token of appreciation, and a nominal value assigned to it.	Honorariums are processed through the WSU Paw Place system (Purchasing Office)	Weber State University will report honorarium payments greater than \$600 to the IRS. Recipient will receive Form 1099-MISC.
Wages/Service Stipend	An amount paid for “services rendered” including student worker position or as a part of a service stipend arrangement is a “wage” under IRS regulations and must be paid as salaries and wages.	Wages/service stipends are processed through the University Payroll Office	Wages/service stipends are subject to income tax withholding and are reported to the IRS. Recipient will receive Form W-2
Grant Awards to Individuals/Businesses	Amount awarded to individuals or businesses for innovation or business ideas.	Grant awards to individuals/businesses are processed through the WSU Paw Place system (Purchasing Office)	Weber State University will report grant payments greater than \$600 to the IRS. Recipient will receive Form 1099.
International Students (Foreign Nationals)	Any payment to International Students and other Foreign Nationals (Non- US Citizens, Nationals, and Permanent Residents)	See Payments to NON-US Citizens (Foreign Nationals/International Students) for procedures and applicable rules	Weber State University will apply required Withholding depending on the type of payment and report (submit) payment to the IRS

Note: Weber State University employees cannot provide personal, legal, or tax advice. Contact the IRS, your accountant or tax attorney for assistance.

Useful IRS Publications:

- 54 Tax Guide for U.S. Citizens and Resident Aliens Abroad
- 501 Exemptions, Standard Deduction, and Filing Information
- 525 Taxable and Nontaxable Income
- 970 Tax Benefits for Education