


THE CALIFORNIA STATE UNIVERSITY
Office of the Chancellor
401 Golden Shore Drive
Long Beach, California 90802-4210
(562) 951-4610

Date: January 17, 2001 **Code:** AD 01-02

To: Vice Presidents for Administration

From: 
William P. Musselman
Accounting Director
Business and Finance

Subject: Non-Resident Alien (NRA) Taxation Manual on Compact Disc(CD)

Enclosed is the CD version of the NRA Taxation Manual prepared by KPMG for The CSU. Copies of the manual may be provided to any functional area you deem appropriate. However at a minimum, copies should be distributed to the Accounts Payable, Payroll, Human Resources and Students Services departments, as well as campus auxiliaries.

The CD consists of the following files:

- Alien Information Collection Form
- Case Studies
- CSU Manual 1215
- Info Letter for Speakers
- Info Letter for Students
- Stmt Speakers
- Stmt Students
- Toolkit_ Accounts Payable
- Toolkit_ Employees
- Toolkit_ Income Tax Treaty
- Toolkit_ Student
- Websites

These files represent the manual and appendices in their entirety.

Individuals who attended the NRA seminar in December 2000, received a hard copy of the manual. Since that time, minor changes have been made to the Alien Information Collection Form and the manual. Therefore, the CD version should be used as the primary source document for the campus.

Also, please note the manual is a copyrighted document. Although as many copies as necessary can be generated from the CD, it is intended for the sole use of the CSU.

Questions may be directed to Mr. Mark Osborne at (562) 951-4610 or via e-mail at mosborne@calstate.edu.

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Attachment

Distribution:
(Without attachment)
Financial Managers
Accounting Officers
Budget Officers
Chancellor's Office

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