**Documents International Students need for a Tax Return**

You **MUST** have the following documents to prepare your tax return correctly:

<table>
<thead>
<tr>
<th>Document</th>
<th>Who needs it</th>
<th>Where to get it</th>
</tr>
</thead>
<tbody>
<tr>
<td>Social Insurance Number (SIN)</td>
<td>Every international student</td>
<td><strong>Service Canada</strong> on 1800 Argyle St, Halifax, NS B3J2V9</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Your SIN is printed on the SIN card/letter from Service Canada. It is also printed on your T4</td>
</tr>
<tr>
<td>ITN</td>
<td>Spouse of an international student who is in Canada with a visitor permit</td>
<td><strong>Confirmation of ITN</strong> letter from Canada Revenue Agency</td>
</tr>
<tr>
<td>Date you first entered Canada (DD/MM/YY)</td>
<td><strong>Students doing tax returns for the first time</strong></td>
<td>Found in the Canada entry stamp in your passport OR the issue date of your first study permit</td>
</tr>
</tbody>
</table>
| T2202A                                | Every international student                                                 | 1. Login to Dal Online  
2. Click Web for Students.  
3. Click on Canada Tax Forms, then T2202A  
4. Tax Credit Forms.  
5. Select 2019, and open the Printable Version.  
6. | |
| Language School tuition receipt for tax purposes | Students studied in English Language schools | **Contact your language school** |
| T4                                    | Anyone who held a job in the tax year 2019 and other preceding years         | Contact your employer if you have not yet received a T4. If your employer is Dalhousie University (for example, you work on campus):  
1. Login to Dal Online  
2. Click Web for Employees.  
3. Click on Tax Forms, then Slips for Income Tax Return.  
5. Click on Printable Version.  
6. | |
| T4A                                  | Anyone who had a bursary, scholarship or funding from the university         | 1. Login to Dal Online  
2. Click Web for Students  
3. Click on Canada Tax Forms, then T4AA Tax Credit Forms.  
4. Select 2019, and open the Printable Version.  
5. | |
| Your bank account number, institution number and transit/branch number to allow direct deposit into your bank account. | Anyone doing a tax return | Contact your bank branch or refer to your online banking  
Please note these numbers are **NOT** the numbers on your credit/debit card  
6. | |
| Medical Receipts                     | Anyone who paid directly for a huge medical expense not covered by insurance | Doctor’s office, Health Clinic, Hospital, etc  
7. | |
| RC62                                 | Anyone filing for Child Care Benefit                                         | **Canada Revenue Agency issues this document**                                |
| Notice of Assessment – confirming that you filed | Anyone who filed taxes last year and in previous year. | **Canada Revenue Agency issues this document**                                |
|                                      |                                                                               | Available in your online MyAccount. |
your income tax return for the previous year | If this is your first time filing taxes, then you would not have a Notice of Assessment for the year prior. | Look for the “carryover” amounts.

| T5 | Anyone who earned interest on investments and deposits | Contact your bank branch |

If you are married and your spouse lives in Canada with you, he/she **must** complete the return with you with their own tax documents. If your spouse is outside Canada you will still need to enter their name, date of birth and income for 2019 on your tax return.