



Financial Services

Non-compensatory support certification

The purpose of this form is to document the non-compensatory nature of the payments below related to direct financial support paid to students, fellows and participants.

Non-compensatory support may be referred to as scholarships, fellowships or stipends and may also include expense reimbursements incurred as a direct result of participation. For payments made in this manner, no services — including research related services² — can be required or provided outside of attending and being engaged in the event or activity to receive this support.

Trainees may be considered participants, provided that the trainee is the primary beneficiary of the activity, not ASU or a third party. If services are required to be provided to ASU or a third party, such as an internship, payments must be made through the ASU payroll system unless the service qualifies as independent contractor services as detailed in [FIN 421-01: Guest lecturers, consultants and other independent contractors](#).

[Review the Stipend Guide](#) and [FIN 422-01: Student Financial Support](#) for assistance determining what constitutes a service.

ASU employees who are participants must be paid a participant stipend through the ASU payroll system unless the employee is a student or graduate employee, and they are not employed by the same department paying the support.

Name: _____

Supplier or ASU ID number: _____

Address*: _____

*ASU departments are responsible for ensuring the address in Workday is the correct address of the payee.

Total support amount paid through Workday: _____

Payment terms:

- One-time.
- Monthly.
- Quarterly.
- Other: _____

Expense reimbursement amount, if applicable: _____

Will the individual be physically present in the U.S. during this program or activity?

- Yes.
- No. Provide the country the individual is participating from: _____

If the individual will be in the U.S., is the individual considered a resident for U.S. tax purposes? This includes U.S. citizens, permanent residents and individuals who have passed the Internal Revenue Service substantial presence test.

*Individuals who are physically in the U.S. during the program or activity may have up to 30% of their support withheld and remitted to the IRS. This withholding will be reflected on an [IRS Form 1042-S](#) that will be issued following the end of the calendar year.

- Yes
 No. [Attach the foreign data collection form](#) with associated attachments **or** a current Glacier summary if the individual has an active ASU Glacier account. *

Department certification

Any authorized departmental representative can complete the department certification.¹

I certify that the above payment(s) are related to a fellowship, participation in an educational workshop or training program or student financial support which is not required to be paid through the student's account, and where no services, including research-related services, to either ASU or another organization are provided by or required of the recipient.

Department: _____

Principal investigator's name: _____

Department representative's name: _____

Signature: _____

Date: _____

¹Principal investigator or cost center manager

Participant or student certification

I certify that the above information is true and accurate to the best of my knowledge, and that I am not required to perform services as a condition of receiving this payment.

Signature: _____

Date: _____

²A financial support payment for a student to do research, solely for his or her thesis needed for his or her degree where the research is not for the research of a faculty member or needed for a research project, does not constitute research services being required of the student and, therefore, can be paid as a student non-employee financial support payment.