

Student FICA Exemption Rules

Students are **exempt** from FICA:

- Undergraduate Students – if they are degree seeking and registered for at least 6 credit hours a semester and appointed as a 9190 student assistant.
- Graduate Students – if they are degree seeking and registered for at least 5 credit hours a semester and appointed to job codes 9181, 9182, 9183, 9184, 9185 or 9550.

Exceptions to the credit hour requirements are:

- If the student is in his/her final semester (has applied for graduation).
- If the student is taking Thesis or Dissertation.

Students are **subject** to FICA if they are appointed for more than 0.80 FTE or if they work more than 32 hours per week for 2 or more consecutive pay periods (FTE and hours worked may be from multiple appointments).

Before entering the appointment as **FICA EXEMPT**, check BANNER to verify that the student is registered for the minimum number of credit hours to meet the Student FICA Exemption Rules.

All Staff, Administration, Faculty and non-student appointments should be FICA subject. Exceptions may apply to foreign national employees who are Non-Resident Aliens (NRA) for tax purposes.

NRA FICA Rules

NRA Students on F1 and J1 student visas are **exempt** from FICA if they have been

- in the U.S. for less than 6 yrs, or
- in the U.S. for 6 or more years and meet the Student FICA Tax Exemption Rules listed above.

NRA Students in F1 Optional Practical Training (must have EAD card) are

- **exempt** from FICA if they have been in the U.S. for less than 6 years.
- **subject** to FICA either when they have been in the U.S. more than 5 years or as of the date EAD expires – whichever is the earlier date.

NRA teachers, researchers and professors on J1 visas are **exempt** from FICA for their first 2 years in the U.S. only.

For Employment Center (EC) Purposes:

1. F1, F1T, J1 and J1S visa types should be **FICA EXEMPT**. Payroll will run queries bi-weekly to determine if individuals meet NRA rules and will notify the EC of any exceptions.
2. All other visa types should be **FICA SUBJECT**. This includes the following visa types in Identification Data: Permanent Residents, NON, H1B, H-4, TN.
3. F1 and J1S visa types should remain **FICA EXEMPT** during summer semesters even if they are not registered for classes. Payroll will notify the EC of any exceptions.

Medicare Only

Active PSF, PS9, PSA and PSU's who have concurrent Temporary appointments must be **FICA Medicare Only** on the Temporary appointment.

Active PEU's who have concurrent Temporary appointments must be **FICA SUBJECT** on both the PEU and Temporary appointments.

Multiple Temporary Appointments

Students with multiple appointments and appointed to at least one non-student position should be **FICA SUBJECT** on all appointments. **Example:** If a 9190 Student Assistant has a concurrent appointment as a 9004 Adjunct Faculty, both appointments must be FICA subject.

Employees with multiple non-student appointments must be **FICA SUBJECT** on all appointments. **Example:** If an employee is concurrently appointed to job code 0013 and job code 0018, both appointments must be FICA subject.

Student FICA Determination Flowchart

