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**