

Subject: PeopleSoft HRMS Interim Release 3.37a Complete

From: GAFIRST-HR-Release@USG.EDU

Date: Fri, 6 Mar 2009 09:30:55 -0500

To: FIRST-LP@LISTSERV.UGA.EDU

The purpose of this e-mail is to announce the completion of PeopleSoft HRMS Release 3.37a, which includes ONLY the changes to the withholding tax table in response to the American Recovery and Reinvestment Act of 2009. The changes relating to COBRA subsidy and coverage extension are NOT included in this release.

NOTE: In the new Publication 15-T now available, the IRS has published the change to the value used in the nonresident alien employee withholding tax calculation required by the American Recovery and Reinvestment Tax Act of 2009. Such change, however, is NOT included in this interim release. For institutions who withhold tax from nonresident alien employees, please follow the below instructions to make the changes to the tax table manually.

1. Go to Tax Table

Path: Set Up HRMS, Product Related, North American Payroll, Federal/State Taxes, Tax Table

- o State = \$U
- o Click Search

2. General Page.

- o Insert a new row
- o Effective Date = 02/18/2009
- o Go to the Special Tax Amt's page

3. Special Tax Amt's Page.

- o Special Tax Amount 5: Change the amount from 2,650.00 to 7,180.00
- o Save the page.

ADDITIONAL OIIT RESOURCES and SUPPORT: Contact the OIIT Helpdesk at http://www.usg.edu/customer_services (self-service support request) or e-mail Helpdesk@usg.edu. For emergency, business interruptions, or production down situations, call the OIIT Helpdesk immediately (706-583-2001; or toll free within Georgia 1-888-875-3697).