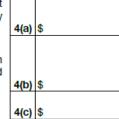
Social Security and Medicare Tax Exemption

Certain classes of foreign employees are exempt from U.S. Social Security and Medicare taxes as detailed on the following website: https://www.irs.gov/individuals/international-taxpayers/foreign-student-liability-for-social-security-and-medicare-taxes

If you believe you pertain to an eligible class and wish to claim the exemption, you will need to meet the conditions outlined for a Nonresident Alien ("NRA") in the attached IRS Notice 1392 (*Please review thoroughly*). If you feel you meet the criteria, we will need you to provide your home country, and designate your Nonresident Alien ("NRA") status on the attached Form W-4 to claim the exemption. Per IRS guidelines, please complete Form W-4 as follows:

Marital Status: "Single or Married filing separately"

(c)	☑ Single or Married filing separately
	Married filing jointly (or Qualifying widow(er))
	Head of household (Check only if you're unmarried and pay more than half the costs of keeping up a home for yourself and a qualifying individual
	 Tax Status: "Nonresident Alien" (Be sure "nonresident alien" or "NRA" is notated in the space provided below Step 4(c)). Home Country: Please note your home country. Ex. China
C4	4 (a) Other Income (not from Joha) If you want to withhold for other Income you awant

Step 4 (optional): Other Adjustments 

(c) Extra withholding. Enter any additional tax you want withheld each pay period .

The completed Form W-4 must be emailed to the Payroll Team (PayrollTeam@trs.texas.gov) within three business days from your date of hire to ensure the exemption is applied before payroll processes.

If you do not plan to claim the exemption, please notify the Payroll Team (PayrollTeam@trs.texas.gov) that you are electing to "Decline Exemption" within three business days from your date of hire.

For additional guidance on the exemption or tax implications, please refer to the resources available on the IRS website or seek advice from a tax professional.