

STUDENT REIMBURSEMENT REQUEST FORM

Eligible for FICA Exemption



Student employees are exempt from FICA (Social Security and Medicare) taxes provided under [IRC Section 3121\(b\)\(10\)](#). In the event that a student worker has paid FICA taxes, the Student Reimbursement Request Form may be completed to request a refund of the taxes. Regular employees who are also students of TAMU-CC are not eligible for the FICA exemption.

TO BE COMPLETED BY STUDENT WORKER

STUDENT NAME (Last, First Middle)	UIN
EMAIL	PHONE

ACADEMIC INFORMATION

LAST SEMESTER ENROLLED	YEAR	PROGRAM	Undergraduate	Graduate
ENROLLED HALF TIME OR MORE & EMPLOYED?		Yes	No	

PAY INFORMATION

Please enter the date(s) of each paycheck you are requesting reimbursement of FICA taxes.

1. _____ 2. _____ 3. _____ 4. _____ 5. _____

STUDENT ACKNOWLEDGEMENT

I certify that I meet all requirements for the student FICA exemption under IRS Section 3121 (b) (10), which states that I must be enrolled at least half-time during my employment, regularly attending classes and that education is the predominant aspect of my relationship with Texas A&M University-Corpus Christi. I understand that I may still be eligible for the exemption as long as the break between sessions is no greater than five weeks.

Employee Signature

Date

INSTRUCTIONS: Email completed form to payroll@tamucc.edu or bring in person to NRC Suite 2300.

FOR PAYROLL USE ONLY

QUALIFIES FOR FICA EXEMPTION?

No, the employee is not eligible for the FICA tax exemption and cannot be reimbursed.

Yes, the employee meets all qualifications under IRS Section 3121(b)(10) and is entitled to a reimbursement.

Reimbursement Amount

Workday has been updated: Yes Not Applicable

Payroll Signature

Date