

## TAP Tax Responsibilities Letter

Dear George P. Burdell,

You are receiving this email because you currently are or were enrolled in the University System of Georgia's educational waiver Tuition Assistance Program (TAP).

The federal government currently allows up to \$5,250.00 annually, in employer-provided educational assistance benefits, to be "tax-free" to TAP Participants.

In accordance to the [University System of Georgia TAP Policy](#), an employee must generally pay taxes on employer-provided educational assistance benefits in excess of \$5,250.00.

According to our records, you received a total of \$XXX in employer provided tuition assistance over the course of the XX semester, which exceeds the \$5,250.00 tax-free allowance by XX. The excess amount takes into account any educational assistance in addition to TAP.

As a result, the amount exceeding \$5,250.00 will be added to your taxable income and require taxable wage reporting and withholding. The amount that must be included as income will be included in your wages (Form W-2, box1) and you will experience increased tax withholding in your next paycheck(s).

The details of your earnings can be viewed through your paycheck on [TechWorks](#).

A tax professional should be consulted for further information concerning taxable tuition. Any additional questions may be directed to [pay.ask@ohr.gatech.edu](mailto:pay.ask@ohr.gatech.edu).

Regards,

Georgia Tech Human Resources