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Payroll Office

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## MEMORANDUM

**To:** University Community  
**From:** Office of Human Resources  
**Date:** January 31, 2018  
**Re:** New Tax Tables/Rates for 2018

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PASSHE will be applying the new tables/rates to SAP for the upcoming pay period with an effective date of January 11, 2018. They will be running a retroactive payroll for all active employees to capture the new rates for wages paid since that date. Per the IRS, "The new withholding tables are designed to work with the Forms W-4 that workers have already filed with their employers to claim withholding allowances. This will minimize burden on taxpayers and employers. Employees do not have to do anything at this time."

If you have any questions regarding the new rates, you can visit the following websites

<https://www.irs.gov/newsroom/updated-2018-withholding-tables-now-available-taxpayers-could-see-paycheck-changes-by-february>

<https://www.irs.gov/newsroom/irs-withholding-tables-frequently-asked-questions>