

New 2020 Federal Form W-4 Information

- On Dec. 5, the IRS released the long-awaited final version of the [2020 Form W-4](#), retitled **Employee's Withholding Certificate**
 - Form W-4 instructs employers how much tax to withhold.
 - The IRS redesigned the form and it reflects the changes to the federal tax code from the Tax Cuts and Jobs Act, which took effect last year.

Key points to note:

- All new employees hired as of Jan. 1, 2020, must complete the new form.
- Current employees are not required to complete a new form but can choose to adjust their withholding based on the new form
- Any adjustments made after Jan. 1, 2020, must be made using the new form.
- Employers can still compute withholding based on information from employees' most recently submitted Form W-4 if employees choose not to adjust their withholding using the revised form.

Resources for your location employees:

- The American Payroll Association has provided a [sample letter](#) for organizations to use to help guide employees on the changes
- [FAQs](#) on the 2020 Form W -4 can be found on [the IRS website](#).

How does the new 2020 Federal Form W-4 impact UCPath?

- [UCPath online](#) will display an updated **2020 Federal Form W-4** page for employees to review and fill out (*launch date planned for Jan. 1, 2020*).
- An updated **2020 Federal Form W-4** Job Aid will be available for self-service users under the Help/FAQ section in the coming month (delivery day TBD)
- **Reminder** – UCPath Center associates are unable to offer **2020 Federal Form W-4** tax guidance to employees. Employees should consult with a tax adviser with any questions.