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**It's Tax Time for Students, Too!**

The tax season is here! The IRS offers two tax credits for students and their families to offset educational expenses. The American Opportunity Tax Credit is for students in the undergraduate program; the Lifetime Learning Credit is for students in all other programs.

Student Fiscal Services issued a 1098T tax form to students at the end of January. This form will help students determine if they can claim one of the tax credits for paying tuition by personal funds, or whether they have to report scholarship or financial aid money as income.

If you or your students need additional information, please review IRS Publication 970 or the Student Fiscal Services tax website or contact the Tax Office at [taxquest@uw.edu](mailto:taxquest@uw.edu) or 206-221-2609.

**Card Payment Services and Advances move to Procurement Services**

Field Advances, Revolving Funds, ACH/Wire payments, the U.S. Bank Reward cards, and Tango Cards for research subject payments have moved from Banking and Accounting Operations to a newly created team in Procurement Services. This is another move in the ongoing effort to align policies and streamline processes for making payments at UW.

For more information, please contact the individuals below:

- General Questions: Pramilla Chand, pchand@u.washington.edu.
- Field Advances and ACH/Wire payments:  
Mallory Erickson, fieldadv@uw.edu | wrrqst@uw.edu
- Revolving Funds and Research Subject Payment Cards: Arnold Hong, revfund@uw.edu

## **Business Diversity Program**

Diversity Facts! On September 10, 2015 UW formalized its commitment to supplier diversity. The Statement of Business Equity, approved by the Board of Regents, places value in inclusion equity and justice at UW and their business practices. Reach out to the Business Diversity Program to see how your department can support this mission.

## **HR/P Modernization Update**

"Workday" is on the way!

Configuration and build of the UW Workday system is almost complete. The project is on track for cut-over from HEPPS in mid-June, with the first paycheck from Workday in July.

Training begins in May and will include instructor-led training sessions, computer-based training, and more than 300 user guides. Workday demonstration workshops will also be offered campus-wide during this time period.

For more details, visit the HR/Payroll Modernization website or email [HRPask@uw.edu](mailto:HRPask@uw.edu).