



Wilkes University

HSA Payroll Deduction Contribution Authorization Form

Only complete this form if you will be contributing to your HSA through payroll deduction effective after January 1, 2025.

Contribution Criteria

You may deduct your HSA contribution on a pre-tax basis through payroll deduction. Contributions to your health savings account are based on the calendar year, January through December. You need to determine how much to deduct from each paycheck based on the number of pay periods remaining in the year at the time you begin your contribution.

Your total 2025 annual contribution must NOT exceed the amount allowable by law \$4,300 single/\$8,550 family. When considering your contribution amount be sure to keep in mind Wilkes University's employer contribution of \$1,000 single and \$2,000 all other coverage tiers (assuming wellness completion). Please consult with your tax advisor to review your specific circumstances and determine your allowable HSA contribution. If you exceed your allowable annual contribution, you may be subject to IRS tax penalty.

Authorization

I authorize Wilkes University to deduct a one-time payment of \$_____ and to deposit my contribution into my health savings account (HSA) on _____ (date or dates).

OR

I authorize Wilkes University to deduct \$_____ per pay beginning _____ (Date) and to deposit my contributions into my health savings account (HSA).

☐ I qualify for an additional \$1,000 pre-tax contribution because I am or will be 55 years of age this calendar year. My birth year is _____.

Signature

Print Name & Date