



ASCENDER GUIDES



# Update tax/deductions



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## Update tax/deductions

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**Log on to the next year pay frequency.**

Retrieve the FICA rates for the 2026 calendar year and print a copy for reference. Then, retrieve the 2027 calendar year record and manually enter the 2026 rates for 2027 and click **Save**.



**CAUTION:** Be sure to retrieve the 2027 year record prior to updating this tab.

The screenshot shows the 'FICA TAX' configuration page for the year 2026. The 'Calendar Year' is set to 2026. The 'FICA TAX' tab is selected. The configuration includes the following fields:

FICA Max Salary:	184,500.00	Employee FICA Rate:	6.20%	Employee FICA Max Tax:	11,439.00
Employer FICA Rate:	6.20%	Employer FICA Max Tax:	11,439.00	Medicare Rate:	1.45%
HSA Max Employer Contribution:	4,400.00	Additional Medicare Rate:	0.90%	Additional Medicare Salary Threshold:	200,000.00

The screenshot shows the 'FICA TAX' configuration page for the year 2027. The 'Calendar Year' is set to 2027. The 'FICA TAX' tab is selected. The configuration fields are the same as in the 2026 screenshot, but they are currently empty, indicating that the 2026 rates are to be manually entered for 2027.

[Payroll](#) > [Tables](#) > [Tax/Deductions](#) > [Unemployment](#)

If your LEA allows ASCENDER to calculate unemployment, select T - Taxable in the Employer Type field and enter the Unemployment Rate. Type the percent rate determined or assigned by the TWC (e.g., 0.4985% for 0.004985).

The rates displayed in the below image are sample rates. Only use the rates provided by the Texas Workforce Commission (TWC).

Payroll > Tables > Tax/Deductions > TRS Rates

Update the TRS rates.



**CAUTION:** Be sure to retrieve the 2027 data prior to updating this tab.



**IMPORTANT:** Be sure to visit the following TRS websites:  
[https://www.trs.texas.gov/Pages/re\\_contribution\\_rates.aspx](https://www.trs.texas.gov/Pages/re_contribution_rates.aspx) and  
[https://www.trs.texas.gov/Pages/re\\_salary\\_cap\\_provision.aspx](https://www.trs.texas.gov/Pages/re_salary_cap_provision.aspx) to obtain the updated rates for the next school year, and then return to this table to update the new rates.

**Note:** The below image displays the TRS rates for the 2025-2026 calendar year. This image will be updated to reflect the TRS rates for the 2026-2027 calendar year as soon as they are published.

TRS Rate	Member Retirement Contribution:	<input type="text" value="8.25%"/>
TRS Insurance	Member Care Contribution:	<input type="text" value="0.65%"/> Employer Paid: <input type="checkbox"/>
District Rate	State Contribution:	<input type="text" value="8.250%"/>
TRS Care Rate	Federal TRS Care:	<input type="text" value="1.25%"/>
TRS Care Emplr Contrib	RE TRS Care Contribution:	<input type="text" value="0.75%"/>
TRS IRS Salary Cap:		<input type="text" value="345,000.00"/>
TRS Non-OASDI Rate	Public Education Employer Contribution (PEEC):	<input type="text" value="2.000%"/>

To create a new TRS rates record, type the new year (2027) and click **Retrieve**. A message is

displayed indicating that the new record is populated based on the prior year's (2026) TRS rates record, click **Save** to retain the record.

Complete the applicable fields. This information is used when performing calculations and extracts to Budget.

[Payroll > Tables > Tax/Deductions > Deduction Code](#)

Delete	Deduction Code	Long Description	Abbrev Cdl	Short Description	Deduct Chk	Wire	Vendor Name/Sort Key	Vendor Nbr	Extract Ded Cd	W2 Health Care
<input type="checkbox"/>	001	ADDITIONAL WITHHOLDING TAX	WH Additi	ADD-WITHHOLDING	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>
<input type="checkbox"/>	002	UNITED WAY	UF United	UNITED WAY	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>
<input type="checkbox"/>	003	SAVINGS BONDS	SB Saving	SAVINGS BONDS	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>

Update the deduction codes. The Deduction Code tab is shared between the current year and next year records; therefore, changes to the current year records are effective in the next year records, and vice versa.



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