

UNIVERSITY of HOUSTON

Student FICA Exemption - Export/Import Schedule (September 2026-August 2027)

Pay Run ID:	Run Date:	Process:
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B090826 (First day of class is 8/25/26)

Wed	2-Sep	Student FICA Export
Fri	5-Sep	Student FICA Import
Mon	8-Sep	Windstar Tax Navigator FICA Interface Process

M093026

Wed	9-Sep	Student FICA Export
Fri	11-Sep	Student FICA Import
Mon	14-Sep	Windstar Tax Navigator FICA Interface Process

B092226

Wed	16-Sep	Student FICA Export
Fri	18-Sep	Student FICA Import
Mon	21-Sep	Windstar Tax Navigator FICA Interface Process

B100626

Wed	30-Sep	Student FICA Export
Fri	2-Oct	Student FICA Import
Mon	5-Oct	Windstar Tax Navigator FICA Interface Process

M103126

Wed	7-Oct	Student FICA Export
Fri	9-Oct	Student FICA Import
Mon	12-Oct	Windstar Tax Navigator FICA Interface Process

B102026

Wed	14-Oct	Student FICA Export
Fri	16-Oct	Student FICA Import
Mon	19-Oct	Windstar Tax Navigator FICA Interface Process

B110326

Wed	28-Oct	Student FICA Export
Fri	30-Oct	Student FICA Import
Mon	2-Nov	Windstar Tax Navigator FICA Interface Process

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Pay Run ID:	Run Date:	Process:
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M113026

Wed	4-Nov	Student FICA Export
Fri	6-Nov	Student FICA Import
Mon	9-Nov	Windstar Tax Navigator FICA Interface Process

B111726

Wed	11-Nov	Student FICA Export
Fri	13-Nov	Student FICA Import
Mon	16-Nov	Windstar Tax Navigator FICA Interface Process

B120126

Wed	18-Nov	Student FICA Export
Fri	20-Nov	Student FICA Import
Mon	23-Nov	Windstar Tax Navigator FICA Interface Process

M123126

(Note: Last day of class is 12/19/2026 - Fall Semester)

DO NOT RUN; PUT ON BREAK CALENDAR - Run Tax Navigator FICA Process

Wed		
Fri		
Mon		WindstarTax Navigator FICA Interface Process

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B121526	*DO NOT RUN; PUT ON BREAK CALENDAR - Run Tax Navigator FICA Process*	
Wed		
Fri		
Mon		WindstarTax Navigator FICA Interface Process
B122926	*DO NOT RUN; PUT ON BREAK CALENDAR - Run Tax Navigator FICA Process*	
Wed		
Fri		
Mon		WindstarTax Navigator FICA Interface Process
B011227	(Note: First day of class is 01/13/2027 - Spring Semester)	
Wed	6-Jan	Student FICA Export
Fri	8-Jan	Student FICA Import
Mon	11-Jan	Windstar Tax Navigator FICA Interface Process
M013127		
Wed	13-Jan	Student FICA Export
Fri	15-Jan	Student FICA Import
Mon	19-Jan	Windstar Tax Navigator FICA Interface Process
B012627		
Wed	20-Jan	Student FICA Export
Fri	22-Jan	Student FICA Import
Mon	25-Jan	Windstar Tax Navigator FICA Interface Process
B020927		
Wed	3-Feb	Student FICA Export
Fri	5-Feb	Student FICA Import
Mon	8-Feb	Windstar Tax Navigator FICA Interface Process
M022827		
Wed	10-Feb	Student FICA Export
Fri	12-Feb	Student FICA Import
Mon	15-Feb	Windstar Tax Navigator FICA Interface Process
B022327		
Wed	17-Feb	Student FICA Export
Fri	19-Feb	Student FICA Import
Mon	22-Feb	Windstar Tax Navigator FICA Interface Process
B030927		
Wed	3-Mar	Student FICA Export
Fri	4-Mar	Student FICA Import
Mon	8-Mar	Windstar Tax Navigator FICA Interface Process

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M033127

Wed	10-Mar	Student FICA Export
Fri	12-Mar	Student FICA Import
Mon	15-Mar	Windstar Tax Navigator FICA Interface Process

B032327

Wed	17-Mar	Student FICA Export
Fri	19-Mar	Student FICA Import
Mon	22-Mar	Windstar Tax Navigator FICA Interface Process

B040627

Wed	31-Mar	Student FICA Export
Fri	2-Apr	Student FICA Import
Mon	5-Apr	Windstar Tax Navigator FICA Interface Process

M043027

Wed	7-Apr	Student FICA Export
Fri	9-Apr	Student FICA Import
Mon	12-Apr	Windstar Tax Navigator FICA Interface Process

B042027

Wed	14-Apr	Student FICA Export
Fri	16-Apr	Student FICA Import
Mon	19-Apr	Windstar Tax Navigator FICA Interface Process

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Student FICA Exemption - Export/Import Schedule (September 2026-August 2027)

Pay Run ID:	Run Date:	Process:
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B050427

Wed	28-Apr	Student FICA Export
Fri	30-Apr	Student FICA Import
Mon	3-May	Windstar Tax Navigator FICA Interface Process

M053127

(Note: Last day of class is 06/05/2027 Spring Semester)

DO NOT RUN; PUT ON BREAK CALENDAR - Run Tax Navigator FICA Process

Wed		
Thurs		
Fri		Process on 17th will pick up both.

B051827

DO NOT RUN; PUT ON BREAK CALENDAR - Run Tax Navigator FICA Process

Wed		
Fri		Windstar Tax Navigator FICA Interface Process
Mon		

B060127

DO NOT RUN; PUT ON BREAK CALENDAR - Run Tax Navigator FICA Process

Wed		
Fri		
Mon		Windstar Tax Navigator FICA Interface Process

B061527

(Note: First day of class is 06/02/2027 - Summer Semester)

Wed	8-Jun	Student FICA Export
Fri	11-Jun	Student FICA Import
Mon	14-Jun	Windstar Tax Navigator FICA Interface Process

M063027

Wed	16-Jun	Student FICA Export
Fri	18-Jun	Student FICA Import
Mon	21-Jun	Windstar Tax Navigator FICA Interface Process

B062927

Wed	30-Jun	Student FICA Export
Fri	2-Jul	Student FICA Import
Mon	6-Jul	Windstar Tax Navigator FICA Interface Process

B071327

Tue	7-Jul	Student FICA Export
Thurs	9-Jul	Student FICA Import
Fri	12-Jul	Windstar Tax Navigator FICA Interface Process

M073127

Wed	14-Jul	Student FICA Export
Fri	16-Jul	Student FICA Import
Mon	19-Jul	Windstar Tax Navigator FICA Interface Process

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B072727

Wed	21-Dec	Student FICA Export
Fri	23-Jul	Student FICA Import
Mon	26-Jul	Windstar Tax Navigator FICA Interface Process

B081027

(Note - Last day of class is 07/17/2027 - Summer Semester)

DO NOT RUN; PUT ON BREAK CALENDAR - Run Tax Navigator FICA Process

Wed		
Fri		
Mon		Windstar Tax Navigator FICA Interface Process

M083127

DO NOT RUN; PUT ON BREAK CALENDAR - Run Tax Navigator FICA Process

Wed		
Fri		
Mon		Windstar Tax Navigator FICA Interface Process

B082427

DO NOT RUN; PUT ON BREAK CALENDAR - Run Tax Navigator FICA Process

Wed		
Fri		
Mon		Windstar Tax Navigator FICA Interface Process

- Note 1:** B = Biweekly, M = Monthly PR cycles; then, pay periods ending date + 2 & 3 = month, 4 & 5 = day, 6 & 7 = year
- Note 2:** Set all to ("N") withhold; always Tuesday; day after confirms, unless exception (e.g. holiday); on Tuesday, does not send all students, just active employed students); and processing schedule is usually the Wed, Thurs, Fri before the "create payline" date.
- Note 3:** Determines whether exempt ("E") or withhold ("N"); always by Friday 8am, unless exception (e.g. Holiday)