Out-Of-State Employee Taxation [1]

Out of state? You’re not out of sight when it comes to accurate taxation

Employees who reside and complete work in a U.S. state other than Colorado are subject to their state’s tax withholding. This ensures the University of Colorado is compliant with the specific state’s tax policies in which an employee completes their work.

Out-of-state employees must still pay applicable federal and supplemental taxes in each paycheck. Review the Tax and Supplemental Tax webpage [2] to learn more.

State W-4 Forms

All out-of-state employees must fill out a W-4 for the state in which they work and mail or fax it to Employee Services.

Please download your state W-4 form [3] and review your pay stub regularly to ensure accurate withholdings each pay period.

- Pennsylvania residents: There are two forms to fill out for your state.
- Residents of Idaho, Indiana, Maine, Minnesota, North Carolina, Oregon: International employees who are classified as nonresident alien taxpayers are subject to restrictions when completing their state W-4 form. If they have not already, international employees should schedule their required appointment with the International Tax Office [4] to ensure correct withholding.