



Update State/Federal Tax Information

UCLA | UCPATH

NEW TO THE UNIVERSITY OR NEED TO UPDATE YOUR TAX INFORMATION?

You can logon to UCPATH Online by following these simple steps:

1. Visit the University of California UCPATH Online Website:
<https://ucpath.universityofcalifornia.edu/>
2. Log in using your UCLA Username and Password
3. On the left-hand screen of the Dashboard, navigate to:
Employee Action > Income and Taxes > CA State W-4 (DE-4)
4. Answer the security question to verify your identity
5. CA State W-4 Tax Information:
 - Indicate Tax Status (Single, Married, Head of Household)
 - Enter total number of allowances being claimed or
 - Check box if claiming exempt status
6. Click Submit
7. On the left-hand screen of the Dashboard, navigate to:
Employee Action > Income and Taxes > Federal Withholding (W-4)
 - Indicate tax status (Single or Married)
 - Enter total number of allowances or
 - Check box if claiming exempt status
8. Click Submit

CA STATE W-4 TAX INFORMATION
Joe Bruin
University of California

Copy Federal W-4
 Check this box if you would like your marital status and allowances carried (including any additional allowances) on the federal Form W-4 used to compute your CA state income tax.

CA State W-4 Tax Data
Indicate Tax Status: Single Married Head of Household

Enter the total number of allowances being claimed:
Enter additional amount:
Enter additional allowances:

FEDERAL W-4 TAX INFORMATION
Joe Bruin
University of California

W-4 Tax Data
Indicate Tax Status: Single Married

Enter total number of Allowances you are claiming:
Enter Additional Amount, if any, you want withheld from each paycheck:

**Need Help?
Contact UCPATH**



Phone: 1-855-982-7284
Monday - Friday, 8:00am-5:00pm (PST)

Website: <https://ucpath.ucla.edu>