University of Massachusetts Amherst
HR Direct Tax Withholding Changes

In a web browser, navigate to www.umass.edu/humres and click on “HR Direct Login”
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Login using your University NetID & password (your SPIRE ID & password). Please consult the University’s Information Technology helpdesk (A109 Lederle Graduate Research Center/telephone: 545-9400) if you do not know your NetID and/or password.

From the Employee Self Service Homepage select W-4 Tax Information to change your federal tax withholding (M-4 if changing Massachusetts tax withholding):
Your current personal tax withholding will appear on screen. Click on “Submit.”

The change in your income tax withholding rate will be processed when payments for the current payperiod are processed.