



Andrew M. Cuomo
Governor

State of New York
Governor's Office of Employee Relations
Workforce and Organizational Development Unit
2 Empire State Plaza, 7th Floor, Albany, New York 12223
(518) 474-6772 • (518) 474-8587 (Fax)

November 8, 2013

Dear Certification and Licensure Exam Fee Reimbursement (CLEFR) Program Participant:

The Office of the State Comptroller (OSC) and the Internal Revenue Service (IRS) have determined that reimbursements under the CLEFR Program do not qualify for the exclusion from gross income that applies to benefits payable under educational assistance programs. *Therefore, these reimbursements will be reported as taxable income.*

The Governor's Office of Employee Relations (GOER) has provided OSC with information on all reimbursements you received through the CLEFR Program in calendar year 2013. OSC will levy the taxes over one paycheck in the 2013 calendar year. The exact pay date is December 4, 2013 for the Administrative cycle and November 27, 2013 for the Institutional cycle.

A tax professional or the IRS must address questions regarding your specific tax situation including whether you may be eligible to claim a deduction on your personal income tax return with respect to these fees. The IRS website is www.irs.gov. The IRS's 800 # is 1-800-829-1040.

GOER is not able to answer questions about your specific tax situation. However, if you have questions regarding the CLEFR Program, please email psctraining@goer.ny.gov.

Sincerely,

A handwritten signature in black ink, appearing to read 'Sally Annechino', written in a cursive style.

Sally A. Annechino
Program Assistant