



Attach additional pages as needed.

# INSTRUCTIONS FOR SCHEDULE ASA

## GENERAL INSTRUCTIONS

An adoption savings account is a savings account that offers special tax benefits and incentivizes prospective adoptive parents to save toward their future adoptions. Funds saved in this account can be used to pay eligible adoption-related expenses.

An account holder that establishes an adoption savings account on or after July 1, 2025, is allowed to exclude contributions of up to \$6,000 for an individual or \$12,000 for a married couple filing a joint return per account, in determining Kansas adjusted gross income for all taxable years commencing after December 31, 2024. The maximum amount of all contributions into an account in all tax years shall be \$48,000 for an individual and \$96,000 for a married couple filing a joint return. The maximum total amount in an account shall be \$100,000. By no later than April 15th of the year following the taxable year during which the account is established, the account holder may designate themselves or someone else as the beneficiary of the account, but there can be only one designated beneficiary per account.

Enter on Schedule S, as a subtraction modification, the amount contributed to an adoption savings account, in an amount not to exceed \$6,000 for an individual or \$12,000 for a married couple filing a joint return, per account, or amounts received as income earned from assets in an adoption savings account.

Enter on Schedule S, as an addition modification, the amount of any contributions to, or earnings from, an adoption savings account if distributions from the account were not used to pay for expenses or transactions authorized by law or were not held for the minimum length of time as required by K.S.A. 38-2504, and amendments thereto. Contributions to, or earnings from, such account shall also include any amount resulting from the account holder not designating a surviving transfer on death beneficiary pursuant to by K.S.A. 38-2504, and amendments thereto.

You must complete this form annually for each account and file it with your income tax return if you open and designate an account as an adoption savings account. Please carefully read all the instructions, complete, and submit it with your income tax return for each adoption savings account you designate. Keep all your account statements for the adoption savings account(s) as additional information may be requested by the Kansas Department of Revenue at a later date.

## SPECIFIC LINE INSTRUCTIONS

**Primary Account Holder Information:** Enter the primary account holder's name and social security number. The primary account holder is the person who owns the bank account designated as an adoption savings account. The account holder is the person eligible to receive the Kansas tax deduction for contributions made to the account during the tax year.

**Spouse (only if filing jointly) Information:** Enter the spouse account holder name and social security number if a joint Kansas individual income tax return will be filed by the primary account holder and spouse. Spouses that file married filing separate must open separate adoption savings accounts if they wish to participate in the program.

**Designated Beneficiary Information:** Enter the beneficiary's name and social security number. A designated beneficiary must be a prospective adoptive parent. The primary account holder may also be the beneficiary of the account.

**Date the Savings Account was Opened:** Enter the date you opened the interest-bearing savings account that is designated as an adoption savings account.

**Financial Institution:** Provide the financial institution where your Kansas adoption savings account is established.

**Account Number:** Enter your Kansas adoption savings account number provided by the financial institution.

**Starting Account Balance:** Enter the amount that was in the account before any deposits, withdrawals, earned interest, or service fees that occurred during the tax year in which the deduction will be claimed. If the account was created during the tax year, this amount will be \$0. Otherwise, this amount should match the Ending Account Balance from the prior year's Schedule ASA. Maintain a copy of the prior year's ending bank statement, as a copy may be requested by the Kansas Department of Revenue at a later date.

**Ending Account Balance:** Enter the amount after all withdrawals and deposits for the tax year in which the deduction will be claimed. The ending account balance should take into consideration any interest earned as well as any bank or service fees deducted by the financial institution for administration of the account. This amount should match the ending balance shown on this schedule. Maintain a copy of your ending bank statement, as a copy may be requested by the Kansas Department of Revenue at a later date.

**Amount of Interest Earned:** Enter the total amount of all interest earned over the course of the tax year in which a deduction is claimed.

**Amount of Service Fees Charged:** Enter the total amount of all service fees charged over the course of the tax year in which a deduction is claimed.

**Date of Deposit or Withdrawal:** Enter the date(s) for each deposit or withdrawal for the tax year in which a deduction is claimed.

**Deposit Amount:** Enter the amount of all deposits made into the adoption savings account.

**Withdrawal Amount:** Enter the amount of funds that were withdrawn from the adoption savings account.

**Description of Use of Funds:** Enter the description of how the withdrawn funds were used.

**Total Deposits and Withdrawals:** Enter the total amount of deposits and withdrawals in the appropriate column.

## ATTESTATION

As I file this Schedule ASA and as a condition for the claiming of the subtraction modification, I attest:

- The contributions to the adoption savings account have been made in accordance with K.S.A. 2024 Supp. 38-2503 et seq.
- The moneys in an adoption savings account may be:
  - (1) used for eligible expenses related to a designated beneficiary's adoption of a child;
  - (2) used for eligible expenses that would have qualified pursuant to paragraph (1), but the adoption was not completed;
  - (3) transferred to another newly created account;
  - (4) invested in certificates of deposit opened and designated as adoption savings accounts; and
  - (5) used to pay service fees assessed by the financial institution.
- I have not and will not claim any subtraction modification for contributions to my adoption savings account that exceed \$6,000 for an individual and \$12,000 for a married couple filing a joint return.
- I also understand that moneys withdrawn from an account shall be subject to recapture (meaning, be counted taxable income in the year withdrawn) by the Kansas Department of Revenue in the tax year in which they were withdrawn if:
  - (1) at the time of the withdrawal, it has been less than a year since the first deposit in the account; or
  - (2) the moneys are used for any purpose other than the expenses or transactions authorized by law; or
  - (3) the account holder dies or, if the account is jointly owned and the account owners die, and the account does not have a surviving payable on death beneficiary.

## TAXPAYER ASSISTANCE

For assistance in completing this schedule contact the Kansas Department of Revenue:

Taxpayer Assistance Center  
Scott Office Building  
120 SE 10th Ave.  
PO Box 750260  
Topeka, KS 66699-0260  
Phone: 785-368-8222  
Fax: 785-269-8989

Further questions regarding opening an adoption savings account, contributions, withdrawals, or distributions, please consult with your financial institution and/or tax preparer.

Additional copies of this schedule and other tax forms are available from our website at: [ksrevenue.gov](http://ksrevenue.gov)