

Consent for Electronic Form W-2

Log in to the [GWEB Information System](#)

The screenshot shows the GW Technology GWeb Sign-on page. The browser address bar displays <https://it.gwu.edu/gweb>. The page header includes the GW Technology logo and a 'GET HELP' button. A navigation bar contains links for 'I want to', 'Services', 'Resources for', 'Alerts', 'Security', and 'About'. A sidebar on the left lists various services such as 'Telecommute', 'Log In To GWeb', 'About GWeb Access', 'Access Blackboard', 'Access Internet', 'Activate or access GW email', 'Chat with Martha', 'Download Software', 'Reset my email password', 'Reset my GWeb PIN', 'Reset my voicemail PIN', and 'Set up my office phone'. The main content area features the heading 'GWeb Sign-on' and the instruction 'Sign in using the appropriate button below.' Below this, there are two columns of buttons. The left column, titled 'Access with GW Email', contains three buttons: 'Current Students', 'Current Faculty & Staff', and 'Alumni as of 2019'. The right column, titled 'Access with GWID & PIN', contains three buttons: 'Applicants', 'Former Faculty & Staff', and 'Alumni prior to 2019'. A red box highlights the 'Access with GW Email' header. A yellow box with the text 'Click Current Students, Faculty/Staff, or Alumni as of 2019' has three red arrows pointing to the 'Current Students', 'Current Faculty & Staff', and 'Alumni as of 2019' buttons. A paragraph of text explains that current students, faculty, staff, and alumni as of 2019 should use their GW email address (NetID@gwu.edu) and password, while former students should use their GWID and PIN.

Home ▶ I want to ▶ GWeb

GWeb Sign-on

Sign in using the appropriate button below.

Current students, faculty, staff, and alumni as of 2019: Log into the GWeb Information System using your GW email address (NetID@gwu.edu) and password.

Former Students:
If you are a former student (currently not a student or have not graduated from GW within the past year), click the Current Students button to access GWeb with your GW Email (NetID & Password). If it has been more than one year since you were a former student, click the Applicants button to access GWeb with your GWID & Pin.

Access with GW Email	Access with GWID & PIN
Current Students	Applicants
Current Faculty & Staff	Former Faculty & Staff
Alumni as of 2019	Alumni prior to 2019

Click Current Students, Faculty/Staff, or Alumni as of 2019

❖ Use your [@gwu.edu](mailto:NetID@gwu.edu) email address

File Edit View History Bookmarks Tools Help

Banner Secured Area

https://banweb.gwu.edu/PRODCartridge/twbkwbis.P_GenMenu?name=pmenu.P_Main

Most Visited Google eLauncher by Evisions SecureTransfer MyGW CIS Notifications SoftTime Online B of A B2Bi PNC B of A CashPro FedEx

THE GEORGE WASHINGTON UNIVERSITY WASHINGTON, DC

GWeb
INFORMATION SYSTEM

Personal Information Menu **Employee Information Menu** GW Alert Login Portal

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RETURN TO MENU SITE MAP HELP EXIT

Employee Information

The George Washington University makes every reasonable effort to collect and maintain accurate data regarding its employees. However, in the event that the information contained herein is incorrect due to a clerical error or an omission, the University shall not be held liable for any special, consequential, exemplary, or other damages or losses that may directly or indirectly result from the viewer's use of or reliance upon, this material. Therefore, please carefully read the information herein, proofread your changes and report any inaccuracies to Human Resources, Benefits Administration or Payroll Services.

Please note the new menu item below. The Employee Information menu item will launch the new Banner 9 Employee Self-Service application where you will now find Labor Redistributions among other more modern features. Click [here for the Labor Redistribution User Guide](#).

- Employee Information NEW**
 - Labor Redistributions
 - Effort Reporting
 - Employee Profile
- Retirement Benefits**

Please visit [NetBenefits](#) or call a retirement plan representative at 1-800-343-0860 to access your account. If you are a new participant, you will need to enroll with either investment provider (TIAA or Fidelity), change your payroll contribution rate, or change your investment selections. For additional information, visit the [Benefits](#) website.
- Health and Welfare Benefits**

Please visit [EasyEnroll](#) to newly enroll in the health and welfare plans, make changes to your existing enrollment, or view your enrollment information. For additional information, visit the [Benefits](#) website.
- Pay Information**
 - View your Pay Stubs
 - View your Direct Deposit breakdown.
 - View your Modify Direct Deposit.
 - View your Earnings History.
 - View your Deductions History.
 - View your D.C. Wage Notification
 - View your Easy View Paycheck - On-Line Direct Deposit Notification
- Tax Forms**
 - View W-4 information.
 - Print your W2-Form

Under the Employee Information Menu Tab Choose Tax Forms

THE GEORGE WASHINGTON UNIVERSITY WASHINGTON, DC

GWeb
INFORMATION SYSTEM

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Tax Forms

- W-4 Tax Exemptions/Allowances
- W-2 Year End Earnings Statement
- W-2c Corrected Wage and Tax Statement
- Electronic W2 Consent**

RELEASE: 8.9.16

Click Electronic W-2 Consent

Search

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Electronic W-2 Consent

Select the check box to consent to receive your W-2 electronically, or uncheck to revoke consent.
Please note: The 1095-C option is not applicable. 1095-Cs will be provided via regular mail.

Check the applicable boxes and Click Submit

By consenting to receive your W-2 electronically, you agree to return to this site between January 31 and October 15 of the appropriate year to print your W-2 form on-line. You may be required to print and attach your W-2 form to a Federal, State, or local income tax return.

Your consent will be valid for all subsequent tax years unless revoked by you, upon termination, or this service is not supported in a future given tax year. You may revoke your consent and receive a paper Form W-2 by accessing this site and unchecking the box to revoke consent, or providing written notification to the Payroll office.

Once you have clicked "Submit" (the screen will not change) your consent has been updated and you may exit or return to the Tax Forms Menu.

Selection Criteria

	My Choice
Consent to receive W-2 electronically:	<input type="checkbox"/>
Consent to receive 1095-C electronically:	<input type="checkbox"/>

I understand the instructions provided to me for accessing and printing my electronic tax forms.

[\[Return To Tax Forms Menu \]](#)

RELEASE: 8.19.16

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Electronic W-2 Consent

✓ Electronic Statement consent was submitted successfully.
Select the check box to consent to receive your W-2 electronically, or uncheck to revoke consent.
Please note: The 1095-C option is not applicable. 1095-Cs will be provided via regular mail.

You will receive a submission success message.

By consenting to receive your W-2 electronically, you agree to return to this site between January 31 and October 15 of the appropriate year to print your W-2 form on-line. You may be required to print and attach your W-2 form to a Federal, State, or local income tax return.

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Once you have clicked "Submit" (the screen will not change) your consent has been updated and you may exit or return to the Tax Forms Menu.

Selection Criteria

	My Choice
Consent to receive W-2 electronically:	<input checked="" type="checkbox"/>
Consent to receive 1095-C electronically:	<input checked="" type="checkbox"/>

I understand the instructions provided to me for accessing and printing my electronic tax forms.

[\[Return To Tax Forms Menu \]](#)