VA-MD State Withholding Exemption Renewal

- Only VA-MD exemption can be renewed on the GWeb. DC does not require renewal of exemption. For other states, visit the Payroll website: https://hr.gwu.edu/payroll-forms and submit the completed forms to payroll@gwu.edu

Log in to the GWEB Information System

GWEB Sign-on

Sign in using the appropriate button below.

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 UserID. 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.

Need to make updates to your two-step authentication methods?
You can update your two-step authentication methods by signing into Microsoft Authenticator Security Info. or visit our two-step authentication page for more information, including detailed instructions on how to modify your authentication methods.
Under the Employee Information Menu Tab choose Health and Welfare Benefits
Click on Taxes and Miscellaneous

Locate your current/active state deduction and click Update
Update Miscellaneous Benefit Information

Enter your desired payroll deduction and click the Submit Changes button. The Effective Date of Change must be in the current or future pay period. Please refer to the payroll calendar for help.

If you are making a sustaining gift to GW through a payroll deduction, thank you and the Annual Giving team (giving@gwu.edu) will follow up with an email to confirm your gift allocation. You may designate your gift to any campus fund. If we do not hear back from you, your gift will support the Power & Promise Fund.

* - indicates a required field.

Maryland Income Tax
Deduction Effective as of: 12/11/22
If your last name differs from that shown on your Social Security Card, check here. Note: See Form W-4 instructions.
Effective Date of Change MM/DD/YYYY:* 12/11/2022
Note: Effective Date must be after 12/10/22 the date you were last paid.

I claim exemption from withholding because I do not expect to owe Maryland tax. I certify the following:
* Last year I did not owe any Maryland income tax and had a right to a full refund of all income tax withheld and
* This year I do not expect to owe any Maryland income tax and expect to have the right to a full refund of all income tax withheld. (This includes seasonal and student employees whose annual income will be the minimum filing requirements).

If you are claiming exemption under the Servicemember Civil Relief Act, as amended by the Military Spouses Residency Relief Act you must complete a paper MW507 and send to Payroll Services.

Deduction Status: * Active
Filing Status: * Single
# Exempts 99: * 0
Additional Withholding 999999.99 :

Click Certify Changes.

Choose a date in the current or a future pay period. See payroll calendar for help.

Select Exempt.
Confirm your selection

Enter your desired payroll deduction and click the Submit Changes button. The Effective Date of Change must be in the current or future pay period. Please refer to the payroll calendar for help.

If you are making a sustaining gift to GW through a payroll deduction, thank you and the Annual Giving team (giving@gwu.edu) will follow-up with an email to confirm your gift allocation. You may designate your gift to any campus fund. If we do not hear back from you, your gift will support the Power & Premiere fund for student aid.

In order to claim Exempt from Withholding, you must complete a paper form.

- Indicates a required field.

Virginia Income Tax
Deduction Effective as of:

If your last name differs from tax form:
Note: See Form W-4 instructions

Effective Date of Change:
Note: Effective Date must be in Future

Deduction Status:
Active

You are not subject to withholding if you meet any of the conditions listed below. Form VA-4 must be filed with your employer for each calendar year you claim exemption from Virginia withholding.

a. You had no liability for Virginia income tax last year and you do not expect to have any liability for this year.

b. You expect your Virginia adjusted gross income to be less than the amount shown below for your filing status:
   - Single: $11,950
   - Married: $23,900
   - Married, filing separate return: $11,950

If you are claiming exemption under the Servicemember Civil Relief Act, as amended by the Military Spouses Residency Relief Act you must complete a paper VA-4 and send to Payroll Services.

#Exempts 99: 1

Additional Withholding: $99999.99:

Delete this change: [ ]

Note: If you have altered any values on this page you will not be able to delete this record.

Certify Changes

Restore Original Values
You can use this same screen (Tax and Miscellaneous Benefit/Deduction Information) to update your Federal tax withholding W4.

Choose Miscellaneous to verify your changes and see your current elections.