Renewing Federal Withholding Tax Exemption

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

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**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 **UserID** 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 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.

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**Access with UserID**

- **Current Students**

**Access with GWID & PIN**

- **Applicants**
- **Current Faculty & Staff**
- **Former Faculty & Staff**
- **Alumni 2019 and after**
- **Alumni prior to 2019**

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Click Current Students, Faculty/Staff, or Alumni 2019 and after
Under the Employee Information Menu Tab choose Health and Welfare Benefits
Click on Taxes and Miscellaneous
Locate your Federal Income Tax deduction and Click Update.
Enter the effective date of 2/18/23

Deduction status should be Exempt

Click Certify Changes
Confirm your selection
You can use this same screen (Tax and Miscellaneous Benefit/Deduction Information) to update your State tax withholding.