

The annual form W-2 wage and tax statement (W-2) is available for download from the Ceridian pay statement web site. If you have already registered on the site, your Login and Password are the same as what you use to access your biweekly pay statement. If you forgot your login information, click the Forgot Login Information link to have it sent to you via email. If you have not yet registered or have difficulty accessing your information on the site, please let us know. A copy of your W-2 was mailed to your home address on file and you should receive it next week.

Each year we receive questions from employees about the W-2. Most of the questions are about understanding the different amounts in the numbered boxes on the form. The most common questions we receive are: “Why do my W-2 wages differ from my gross wages on my end of year pay statement?”, and “Why do my Federal Taxable Wages differ from my Social Security and Medicare Wages?”. To help answer those questions, we offer the following explanation of your W-2.

#### Box 1, 3 & 5: What you get taxed on

Box 1 contains the Wages, Tips, and Other Compensation that were subject to Federal Income Tax during the tax year. If you elected benefits that were deducted on a pre-tax basis (i.e. medical, dental, vision, retirement...), this number will be lower than your total gross pay for the year.

Box 3 contains Social Security Wages – any wages that were subject to social security tax. This number may be higher than the number in Box 1 since retirement contributions are subject to this tax.

Box 5 contains Medicare Wages and Tips – any wages that were subject to Medicare tax. This number may also be higher than the number in Box 1 since retirement contributions are subject to this tax.

#### Box 2, 4 & 6: Taxes you already paid

Box 2 contains the Federal Income Tax Withheld or the total amount of federal tax that was deducted from your pay throughout the year. This is one of the three taxes to which you may be subject and its calculation is based on the information you provided on form W-4, less eligible deductions.

Box 4 contains the Social Security Tax Withheld or the total amount of social security (FICA) tax that was deducted from your pay throughout the year. Social security tax is a flat rate of 6.2% on subject wages earned in 2013 up to \$113,700. If your subject wages reached that amount in 2013, social security tax stopped calculating and resumed on January 1. The social security taxable wage limit (cap) for 2014 is \$117,000.

Box 6 contains the Medicare Tax Withheld or the total amount of Medicare tax (FICA) that was deducted from your pay throughout the year. Medicare tax is a flat rate of 1.45% on subject wages earned in 2013 and unlike social security tax, there is no wage limit (cap).

### Box 12: Nontaxable benefits

Box 12 contains any IRS-reportable nontaxable benefits that you may have received throughout the year and is broken down by letter code as follows:

- Code E – amount you contributed to the 403(b) retirement plan (note: this does not include the university contribution)
- Code DD – amount the university contributed to your medical insurance premiums (if elected)
- Code W – combined amount you and the university contributed to your H.S.A. account (if elected)
- Code P – reimbursements for moving expenses (if paid directly to you)

**As always, if you have questions or need additional information, please contact a member of the employee services team. We're here to help!**