Comparison of the Year-End Earnings Statement to Form W-2

Calculation of Taxable Federal or State Wages

\[
\text{Gross Earnings} \ (\text{=} \text{less Before-Tax Deductions}) + \text{Taxable Deductions} + \text{Taxable Fringe} = \text{Taxable Federal (W-2 Box 1) or State Wages (W-2 Box 16)}
\]

Calculation of Social Security Wages (W-2 Box 3) and Medicare Wages (W-2 Box 5)

Same as the above calculation with the exclusion of UW 403(b) Supplemental Retirement Program (SRP) and WRS Before-Tax deductions.

Note: The Social Security limit in 2023 is $160,200.
Comparison of the Earnings Statement to Form W-2
Amounts on the Earnings Statement that correspond to Form W-2 amounts.

1. Earnings Statement, Taxes Section, Wages
   - Column: YTD Tax Wges (Year to Date Taxable Wages)
     - Fed Taxable Wages corresponds to .......... W-2, Box 1
     - WI (State) Wages corresponds to ............ W-2, Box 16
     - Fed OASDI/EE corresponds to .............. W-2, Box 3
     - Fed MED/EE corresponds to .................. W-2, Box 5

2. Earnings Statement, Taxes Section, Taxes
   - Column: Deductions YTD (Deductions Year to Date)
     - Fed Withholding corresponds to .............. W-2, Box 2
     - WI (State) Withholding corresponds to ...... W-2, Box 17
     - Fed OASDI/EE corresponds to .............. W-2, Box 4
     - Fed MED/EE corresponds to ................. W-2, Box 6
Comparison of the Earnings Statement to Form W-2 (continued)

3. Earnings Statement, Before-Tax Deductions Section, YTD

- Column: YTD (Year to Date)
  - Before-tax contributions to:
    - UW 403(b) SRP plans correspond to ................. W-2, Box 12, Code E
    - WDC 457 plan (not shown below) corresponds to .......... W-2, Box 12, Code E
    - FSA/ERA Dependent Care corresponds to ................. W-2, Box 10

4. Earnings Statement, After-Tax Deductions Section

- Column: YTD (Year to Date)
  - After-tax Roth contributions to:
    - UW 403(b) SRP plans correspond to ................. W-2, Box 12, Code BB.
    - WDC 457 plan corresponds to .................. W-2, Box 12, Code EE.
Comparison of the Earnings Statement to Form W-2 (continued)

5. Earnings Statement, Employer Paid Benefits Section

- **Column: YTD (Year to Date, taxable benefits only)**
  - Sum of taxable benefits only (as noted with an asterisk ‘*’) corresponds to W-2, Box 12, Code C.

Example of the Calculation of W-2, Box 12a, Code C

<table>
<thead>
<tr>
<th>Description</th>
<th>Current</th>
<th>YTD</th>
</tr>
</thead>
<tbody>
<tr>
<td>SGL Basic YTD</td>
<td>$25.13</td>
<td>$25.13</td>
</tr>
<tr>
<td>SGL Supplemental YTD</td>
<td>$56.63</td>
<td></td>
</tr>
<tr>
<td>SGL Additional YTD</td>
<td>$31.50</td>
<td></td>
</tr>
</tbody>
</table>

(=) equals W-2, Box 12a, Code C $113.26

6. Earnings Statement, Employer Paid Benefits and Before-Tax Deduction Sections

- **Column: YTD (Year to Date, health coverage listed by health plan name)**
  - **Health Coverage YTD.** Before-Tax employee share (+) plus Non-Taxable cost of employer sponsored health coverage corresponds* to W-2, Box 12, Code DD. This is for your information only; it is not taxable.
  
  *Note: The total from Earning Statement Year-To-Date (YTD) columns may not be equal to the total found on W-2, Box 12, Code DD.

If you are a full-time employee and/or offered health coverage you will receive a Form 1095-C, Employer-Provided Health Insurance and Coverage.

W-2, Box 12, Code DD

<table>
<thead>
<tr>
<th></th>
<th></th>
<th>12a</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>22680.00</td>
</tr>
</tbody>
</table>
Comparison of the Earnings Statement to Form W-2 (continued)

7. Earnings Statement, Hours and Earnings Section

- Column: YTD (Year to Date Earnings)

  Combine all YTD Earnings to get Gross Earnings, as shown in the taxable wage calculation on page 1.

- Taxable Moving Expense (Tax Fr - Moving Exp Reimb) corresponds to W-2, Box 14 (labeled as ‘Move’).
Form W-2 Questions and Answers

Question 1: Can I use my earning statement to file my taxes?

You can use your earning statement to verify that your Form W-2 is correct, however for tax filing purposes, you should only use your W-2. Your W-2 will be sent by U.S. mail to your address of record and postmarked by January 31, 2024.

Question 2: Are there any other tax forms in addition to the Form W-2 that I will receive from the University?

Some employees will receive additional tax forms from the University (Form 1095-C, Form 1042-S, and the Fellowship/ Scholarship Letter).

Form 1095-C will be mailed via U.S. mail and posted on my.wisconsin.edu (MyUW portal for UW-Madison employees) in early February, 2024. Form 1042-S will be available by March 11, 2024 in the Glacier Online Tax Compliance System for employees who opted for electronic delivery; others will have them mailed to their home address. Form 1042-S will be posted on the MyUW portals after March 15, 2024.

The Fellowship/Scholarship Letter will be mailed via U.S. mail and posted on the MyUW portals as they become available.

Question 3: Is it possible to have adjustments on my taxable wages after my final 2023 earning statement has been issued?

A limited number of employees have year-end adjustments on their taxable wages which warrant the production of a mid-January earning statement. If you receive an adjusted Earnings Statement, this statement can be used to review your updated Form W-2 information. Earning statements are located in my.wisconsin.edu (MyUW portal for UW-Madison employees) in the Payroll Information module.

Remember to include these taxable wage adjustments in the taxable wage calculation.

<table>
<thead>
<tr>
<th>Calculation of Taxable Federal Wages</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gross Earnings</td>
</tr>
<tr>
<td>(-) less Before-Tax Deductions</td>
</tr>
<tr>
<td>(+) plus Taxable Deductions</td>
</tr>
<tr>
<td>(+) Plus Taxable Earning Applications “X_ _”</td>
</tr>
<tr>
<td>(=) equals Taxable Federal Wages (W-2 Box 1)</td>
</tr>
</tbody>
</table>

Amounts from the Year-End Earnings Statement

Question 4: Is it possible to have adjustments on my taxable wages after my final 2023 W-2 has been issued?

If you receive a Form W-2C and you have already filed 2023 taxes, you may have to re-file with the corrected information. If you do need to re-file or you haven’t filed your taxes yet, you will need BOTH your original Form W-2 and Form W-2C for complete tax data since Form W-2C only contains the boxes that were corrected. Otherwise, please file it with your personal tax records. Refer to the IRS website for details on the re-filing process.

Question 5: I work and live in Illinois, will Illinois state withholding be displayed on my Form W-2?

Yes, Illinois state withholding amounts will display on your 2023 Form W-2 if you filed an IL-W-4 with your campus HR department. The University of Wisconsin reports to Wisconsin, California, Illinois and Minnesota, Iowa, Massachusetts, Michigan, North Carolina, and Virginia (2023) State withholding amounts.

Please file an IL-W-4 and submit it to your campus payroll coordinator if interested.

If you are an employee that filed for reciprocity because you are a resident of a reciprocal state (Illinois, Indiana, Kentucky, or Michigan), you may not see Wisconsin state taxable withholding values on your 2023 Form W-2.
Form W-2 Questions and Answers (continued)

Question 6: My address on my Form W-2 is incorrect, what should I do?

If your address on your W-2 is incorrect, log into my.wisconsin.edu (MyUW portal for UW-Madison employees) and navigate to the Personal Information module. Click the link to update your mailing and / or home address. The University of Wisconsin System does not process W-2 corrections for address changes. Please make a note on the W-2 for your personal tax records.

Question 7: The Name or Social Security Number is wrong on my W-2, what should I do?

1. Your name and Social Security number must match the information on your Social Security Card.
2. If there is a correction needed, contact your campus payroll coordinator and request a W-2 correction.
3. Your department's payroll coordinator will also need to enter the correction in the Human Resource System.
4. Once you receive the corrected W-2 (W-2C), file it with your personal tax documents.

Question 8: I am a nonresident alien on a treaty. Will I receive another form in addition to my Form W-2?

Nonresident aliens, who qualified for a treaty exemption and have completed the necessary paperwork, will receive a Form 1042-S showing their treaty exempt earnings. Form 1042-S is required before you can complete your income tax return. Form 1042-S will be available by March 1, 2024 in the Glacier Online Tax Compliance System for employees who opted for electronic delivery; others will have them mailed to their home address. Form 1042-S will be posted on the MyUW portals after March 18, 2024.

Question 9: Why does Form W-2, Box 14 not include my transportation, meals, pre-tax State Group Life, etc.?

This pre-tax information is provided on your earnings statement. Additionally, the pre-tax amounts have already reduced taxable wages reported on your 2023 W-2, in Boxes 1, 3, 5 and 16.

Question 10: Why are Wisconsin Retirement System (WRS) pre-tax deductions omitted from Form W-2, Box 12?

Only voluntary retirement deductions, such as the UW 403(b) Supplemental Retirement Program (SRP) and Wisconsin Deferred Compensation 457 plans are reported in Box 12. The WRS pre-tax deduction is a mandatory retirement deduction and is not included in Box 12. The taxable gross income reported in W-2, Boxes 1 and 16 have already been reduced by the amount of the WRS deduction.

Question 11: I have a general question related to my Form W-2. Who should I contact?

Contact your campus payroll office if you have questions.
### Form W-2 Box and Code Descriptions

<table>
<thead>
<tr>
<th>W-2 Box Description</th>
<th>Source of Reported Year-to-Date (YTD) Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Box 1…. Wages, tips, other compensation</td>
<td>Federal Taxable Wages</td>
</tr>
<tr>
<td>Box 2 Federal income tax withheld</td>
<td>Federal Tax Withholding Amount</td>
</tr>
<tr>
<td>Box 3 Social security wages</td>
<td>Federal OASDI Taxable Wages</td>
</tr>
<tr>
<td>Box 4 Social security tax withheld</td>
<td>Federal OASDI Taxes</td>
</tr>
<tr>
<td>Box 5 Medicare wages and tips</td>
<td>Federal Medicare Taxable Wages</td>
</tr>
<tr>
<td>Box 6 Medicare tax withheld</td>
<td>Federal Medicare Taxes</td>
</tr>
<tr>
<td>Box 10 Dependent care benefits</td>
<td>Flexible Spending Account (FSA) Dependent Care</td>
</tr>
</tbody>
</table>

**Box 12 (a, b, c, d) codes:**

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Taxable/Non-taxable</th>
</tr>
</thead>
<tbody>
<tr>
<td>C</td>
<td>Group Term Life (State Group Life Insurance)</td>
<td>Taxable State Group Life Insurance (SGL) Basic, SGL Basic A, SGL Supplemental A, SGL Supplemental, SGL Additional</td>
</tr>
<tr>
<td>E</td>
<td>403(b)</td>
<td>Before-tax UW 403(b) Supplemental Retirement Program (SRP)</td>
</tr>
<tr>
<td>G</td>
<td>457(b)</td>
<td>Before-tax Wisconsin Deferred Compensation (WDC)</td>
</tr>
<tr>
<td>P</td>
<td>Excludable Moving Expenses</td>
<td>Non-taxable moving expense</td>
</tr>
<tr>
<td>W</td>
<td>Health Savings Accounts (HSAs)</td>
<td>Before-tax deductions and employer contributions</td>
</tr>
<tr>
<td>Z</td>
<td>Nonqualified Deferred Compensation</td>
<td>After-tax income under a nonqualified deferred compensation plan</td>
</tr>
<tr>
<td>BB</td>
<td>Roth Contributions to 403(b)</td>
<td>After-tax UW 403(b) Supplemental Retirement Program (SRP)</td>
</tr>
<tr>
<td>DD</td>
<td>Health Coverage</td>
<td>Non-Taxable cost of employer-sponsored health coverage plus Before-Tax employee share of health coverage</td>
</tr>
<tr>
<td>EE</td>
<td>Roth Contributions to 457(b)</td>
<td>After-tax Wisconsin Deferred Compensation (WDC)</td>
</tr>
</tbody>
</table>

**Box 13 Retirement Plan checkbox:** Checked for active participant in the Wisconsin Retirement System (WRS) or the UW 403(b) Supplemental Retirement Program (SRP).

**Box 14 Other:** This box is used for additional information regarding taxable compensation or reimbursements.

**Box 15 State:** State of taxable wages reporting with state ID number

**Box 16 State wages, tips, etc.** State Taxable Wages

**Box 17 State Income tax:** State Taxable Withholding

### Federal and State Tax Resources

**Internal Revenue Service**
- How to Contact the IRS: [https://www.irs.gov/help/telephone-assistance](https://www.irs.gov/help/telephone-assistance)
- Assistance for Individuals: 800-829-1040, TTY/TTD 800-829-4059 Monday - Friday, 7 a.m. - 7 p.m. (local time)

**Wisconsin Department of Revenue**
- [https://www.revenue.wi.gov/](https://www.revenue.wi.gov/)
- How to Contact the WI DOR: [https://www.revenue.wi.gov/Pages/ContactUs/home.aspx](https://www.revenue.wi.gov/Pages/ContactUs/home.aspx)
- Forms and Publications: [https://www.revenue.wi.gov/Pages/HTML/formpub.aspx](https://www.revenue.wi.gov/Pages/HTML/formpub.aspx)
- Assistance for Individuals: 608-266-2486

**State Departments of Revenue**

- **Arizona**: [https://azdor.gov/](https://azdor.gov/)
- **California**: [https://www.taxes.ca.gov/](https://www.taxes.ca.gov/)
- **Connecticut**: [https://portal.ct.gov/DRS](https://portal.ct.gov/DRS)
- **Georgia**: [https://dor.georgia.gov/](https://dor.georgia.gov/)
- **Idaho**: [https://tax.idaho.gov/](https://tax.idaho.gov/)
- **Illinois**: [https://tax.illinois.gov/](https://tax.illinois.gov/)
- **Iowa**: [https://tax.iowa.gov/](https://tax.iowa.gov/)
- **Louisiana**: [https://revenue.louisiana.gov/](https://revenue.louisiana.gov/)
- **Maine**: [https://www.maine.gov/revenue/](https://www.maine.gov/revenue/)
- **Massachusetts**: [https://www.mass.gov/orgs/massachusetts-department-of-revenue](https://www.mass.gov/orgs/massachusetts-department-of-revenue)
- **Michigan**: [https://www.michigan.gov/taxes](https://www.michigan.gov/taxes)
- **Minnesota**: [https://www.revenue.state.mn.us/](https://www.revenue.state.mn.us/)
- **Montana**: [https://mtrevenue.gov/](https://mtrevenue.gov/)
- **Nebraska**: [https://revenue.nebraska.gov/](https://revenue.nebraska.gov/)
- **North Carolina**: [https://ncdor.gov/](https://ncdor.gov/)
- **North Dakota**: [https://tax.nd.gov/](https://tax.nd.gov/)
- **Ohio**: [https://www.tax.ohio.gov/](https://www.tax.ohio.gov/)
- **Oregon**: [https://tax.oregon.gov/](https://tax.oregon.gov/)
- **Pennsylvania**: [https://www.revenue.pa.gov/](https://www.revenue.pa.gov/)
- **Tennessee**: [https://www.tennessee.gov/department/economic-development/taxation/](https://www.tennessee.gov/department/economic-development/taxation/)
- **Texas**: [https://www.tax.texas.gov/](https://www.tax.texas.gov/)
- **Utah**: [https://tax.utah.gov/](https://tax.utah.gov/)
- **Virginia**: [https://www.tax.virginia.gov/](https://www.tax.virginia.gov/)
- **Washington**: [https://www.wa.gov/revenue/taxation/](https://www.wa.gov/revenue/taxation/)
- **Wisconsin**: [https://www.revenue.wi.gov/](https://www.revenue.wi.gov/)
- **Wyoming**: [https://www.trestate.wy.gov/](https://www.trestate.wy.gov/)

For additional state departments of revenue, see [https://uwservice.wisconsin.edu/tax/](https://uwservice.wisconsin.edu/tax/).