

How to Read Your Form W-2

The letters and numbers listed below coordinate to the letters and numbers listed in the boxes on your Form W-2.

22222	a Employee's social security number	OMB No. 1545-0008			
b Employer identification number (EIN)		1 Wages, tips, other compensation		2 Federal income tax withheld	
c Employer's name, address, and ZIP code		3 Social security wages		4 Social security tax withheld	
		5 Medicare wages and tips		6 Medicare tax withheld	
		7 Social security tips		8 Allocated tips	
d Control number		9		10 Dependent care benefits	
e Employee's first name and initial Last name Suff.		11 Nonqualified plans		12a	
		13 Statutory employee Retirement plan Third-party sick pay <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		12b	
		14 Other		12c	
				12d	
f Employee's address and ZIP code					
15 State	Employer's state ID number	16 State wages, tips, etc.	17 State income tax	18 Local wages, tips, etc.	19 Local income tax 20 Locality name

Form **W-2** Wage and Tax Statement
Copy 1—For State, City, or Local Tax Department

2016

Department of the Treasury—Internal Revenue Service

- A. **EMPLOYEE'S SOCIAL SECURITY NUMBER:** This is your social security number. The Social Security Number must match the number on your social security card. If there is a discrepancy, please contact Lynne Toussaint (ltoussai@bowdoin.edu) / 207-725-3843) in the Controller's Office. The Controller's Office will issue a W-2C.
- B. **EMPLOYER'S IDENTIFICATION NUMBER:** This is Bowdoin College's Federal Tax ID Number.
- C. **EMPLOYER'S NAME, ADDRESS, AND ZIP CODE:** This is Bowdoin College's name, address, and ZIP code.
- D. **CONTROL NUMBER:** This is a Workday generated number based on your mailing address.
- E. **EMPLOYEE'S NAME:** This is your name.
- F. **EMPLOYEE'S ADDRESS AND ZIP CODE:** This is your address and zip code.
- 1. **WAGES, TIPS, OTHER COMPENSATION:** Shows your total taxable wages and other compensation that were paid during the year as detailed below.
 - a. Includes:
 - i. Total wages, additional compensation, bonuses and awards paid during the year
 - ii. Total noncash payments, including certain fringe benefits
 - iii. Taxable cost of group-term life insurance in excess of \$50,000; displays on the top section of your W-2; the per pay period amount displays within the "Employer Paid Benefits" section of your payslip

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- iv. Designated Roth contributions made under a section 403(b) salary reduction agreement; displays within the “Post Tax Deductions” section of your payslip
- b. Excludes:
 - i. 403(b) deductions (Fidelity, Vanguard, American Century); displays within the “Pre Tax Deductions” section of your payslip
 - ii. Employee paid health care (MEDICAL, DENTAL, VISION); displays within the “Pre Tax Deductions” section of your payslip
 - iii. Healthcare flexible spending account deductions (FSA Healthcare, FSA Healthcare Vision Dental); displays within the “Pre Tax Deductions” section of your payslip
 - iv. Dependent care flexible spending account deductions (FSA Dependent Care); displays within the “Pre Tax Deductions” section of your payslip
- 2. **FEDERAL INCOME TAX WITHHELD:** Shows your total federal income tax withheld for the year.
- 3. **SOCIAL SECURITY WAGES:** Shows your total wages paid subject to social security tax (6.2% 2016); the taxable wage limits for 2016 is \$118,500.00.
 - a. Includes:
 - i. Total wages, additional compensation, bonuses and awards paid during the year
 - ii. Total noncash payments, including certain fringe benefits
 - iii. Taxable cost of group-term life insurance in excess of \$50,000; annualized value displays within the “Employer Paid Benefits” section of your payslip
 - iv. 403(b) deductions (Fidelity, Vanguard, American Century); displays within the “Pre Tax Deductions” section of your payslip
 - v. Designated Roth contributions made under a section 403(b) salary reduction agreement; displays within the “Post Tax Deductions” section of your payslip
 - b. Excludes:
 - i. Employee paid health care (MEDICAL, DENTAL, VISION); displays within the “Pre Tax Deductions” section of your paystub
 - ii. Healthcare flexible spending account deductions (FSA Healthcare, FSA Healthcare Vision Dental); displays within the “Pre Tax Deductions” section of your payslip
 - iii. Dependent care flexible spending account deductions (FSA Dependent Care); displays within the “Pre Tax Deductions” section of your payslip
- 4. **SOCIAL SECURITY TAX WITHHELD:** Shows total social security tax withheld.
- 5. **MEDICARE WAGES AND TIPS:** The wages subject to Medicare tax (1.45%) are the same as those subject to social security tax (Box 3) except that there is no wage base limit for Medicare tax.
- 6. **MEDICARE TAX WITHHELD:** Shows total Medicare tax withheld.
- 7. **SOCIAL SECURITY TIPS:** N/A
- 8. **ALLOCATED TIPS:** N/A
- 9. **Box unlabeled:** N/A
- 10. **DEPENDENT CARE BENEFITS:** Shows your total pre-tax deductions (FSA Dependent Care) made under a section 125 dependent care flexible spending account; displays within the “Pre Tax Deductions” section of your payslip.
- 11. **NONQUALIFIED PLAN:** N/A

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12. **ELECTED DEFERRALS, OTHER:** May include a code with an associated amount. The most common codes reported on a W-2 issued by Bowdoin College are:
- C – Taxable costs of group-term life insurance over \$50,000 (included in boxes 1, 3 (up to social security wage base), and 5)
 - E – Elective deferral under a section 403(b) salary reduction agreement
 - BB – Designated ROTH contributions under a section 403(b) plan
 - DD- Cost of employer-sponsored health coverage. **The amount reported within Code DD is NOT taxable**
13. **RETIREMENT PLAN:** The retirement box is checked if you are eligible for any Bowdoin College paid retirement plan or you participated in a salary reduction arrangement under 403(b).
14. **OTHER:** Shows your United Way and/or Maine Share donations.