



Electronic W-2 Consent

By consenting to receive your W-2 electronically, you agree to log onto Banner Self Service between January 31 and October 15 of the appropriate year to print your W-2 form on-line. You may be required to print and attach your W-2 form to a Federal, State, or local income tax return.

Your consent will be valid for all subsequent tax years unless revoked by you, upon termination, or this service is not supported in a future given tax year. You may revoke your consent and receive a paper Form W-2 by accessing Banner Self Service and unchecking the box to revoke consent, or providing written notification to the Student Employment Office.

A paper copy of your W-2 may be obtained by contacting the Student Employment Office. Updating of employee contact information is the responsibility of the employee by providing correct up-to-date information to the Student Employment Office.

_____ I consent to receive my W-2 electronically.

_____ I revoke my consent to receive my W-2 electronically.

Printed Name: _____

Banner ID: _____

Signature: _____

Date: _____