

## W-2 FAQs

Commonly asked questions about information on the W-2. This document has a link on the portal home page and also on the district website—Business Services.

**Question:** My total gross wages from my last pay stub in December is higher than what is shown in Box 1. Is the W-2 wrong?

**Answer:** Box 1 is your federal taxable wages only which is gross wages **MINUS** your pre-tax deductions.

**Question:** Why are there different amounts and codes in boxes 12a-d?

**Answer:** Boxes 12a-d break down certain pre-tax deductions and have corresponding codes:

- **C**--Taxable fringe term life insurance > \$50,000. The amount is added to Federal Taxable Wages in Box 1.
- **E**--Pre-tax annuity total (403(b)).
- **BB**--Roth post-tax annuity total (403(b)).
- **DD**--Total cost of employer-sponsored health coverage, which is the sum of pre-tax insurance costs paid by employee + employer added together.
- **EE**--Roth post-tax annuity total for 457(b) plans.
- **W**--Health savings account—what you contributed to your health savings account for the calendar year. This is NOT for medical flex spending.

**Question:** Box 14: Why do I have SEC 125 and a dollar amount showing? Do I report this?

**Answer:** Box 14 is for informational purposes only as required by the IRS.  
Sec. 125 is the grand total of all your pre-tax deductions EXCEPT annuities.

**Question:** I lost or never received the W-2 mailed to my home. Can you mail me another one?

**Answer:** W-2s were mailed out and a courtesy copy has been loaded onto each employee's MSDWT payroll portal account under Documents—Federal Form W-2. This can be downloaded and printed out. The Payroll Department will not re-issue or mail replacement W-2s.

**Question:** I don't want to owe taxes on next year's return. What exemptions should I claim or should I take additional amounts out?

**Answer:** The district/payroll department is not allowed to give out tax advice. You will need to talk with your tax preparer or accountant for this type of guidance.

**Question:** I moved this past year and gave Human Resources my change of address and updated tax documents. Why is the W-2 showing my old county?

**Answer:** Per Indiana Code, the W-2 must show the county of residence on January 1<sup>st</sup> of the tax year being filed. This means that the county that was showing in the HR/Payroll system on Jan. 1<sup>st</sup> of last year is the county that will be listed on your W-2.