

Question:

How do I access and print my Electronic Form W-2?

Answer:

Electronic Form W-2 can be found online via EagleNET through the EWU website.

The following steps will guide you through the process of accessing and/or printing your W-2 information.

Login to EagleNET from the EWU website@ <https://inside.ewu.edu/>

Click on the EagleNet Link at the top of the page.

The screenshot shows the InsideEWU website interface. At the top, the navigation bar includes 'STUDENTS', 'FACULTY/ADVISORS', 'EMPLOYEES', 'MY ACCOUNT', and a 'LOGIN' button. Below this, a secondary navigation bar contains 'Canvas', 'Outlook', 'EagleNET' (circled in red), 'Directory', 'Campus Maps', 'Timesheets', 'Cloud Storage', and 'Contacts/Links'. The main content area is divided into several sections: 'Newsroom' with sub-sections for 'Announcements', 'Events', and 'GoEags'; a 'Quick Links' sidebar with items like 'Academic Calendar' and 'IT Help Desk'; 'The Easterner' section with 'THE E' logos; and 'Local Fare' with a small image and text.

Sign in via SSO



NETID

[> Forgot your password?](#)

[> Need Help?](#)

PASSWORD

By logging in, I understand and agree to the **EWU Systems and Server Login Banner Notice**

You are now in EagleNET
Now select Employee

The screenshot shows a web browser window with the URL https://eaglenet.ewu.edu/PROD-DAD/twbkwbis.P_G. The browser's address bar also shows a tab titled "Main Menu". The page header includes the "EagleNET" logo, a "Sign Out" button, and a "Help" button. Below the header is a "Browse" button and a search bar containing the text "Find a page...". The main content area features a welcome message: "Welcome, Jane Doe, to EagleNET!". Below this is a horizontal navigation menu with four options: "Personal Information", "Faculty & Advisors", "Employee", and "Finance". The "Employee" option is circled in red, and a red box labeled "Click Here" with an arrow points to it. Below the navigation menu, there are four columns of text describing the services available under each category. At the bottom of the page, there is a copyright notice: "© 2016 Ellucian Company L.P. and its affiliates." and a "RELEASE: 8.8" label. A "SITE MAP" link is located in the bottom right corner.

https://eaglenet.ewu.edu/PROD-DAD/twbkwbis.P_G

Main Menu

EagleNET

Sign Out | Help

Browse

Find a page...

Welcome, Jane Doe, to EagleNET!

Click Here

Personal Information

Faculty & Advisors

Employee

Finance

Update addresses, contact information or marital status; review name or social security number change information; Change your PIN; Pay your bill

Enter Grades and Registration Overrides, View Class Lists and Student Information

Time sheets, benefits, leave or job data, paystubs, W2 forms, W4 data.

Create or review financial documents, budget information, approvals.

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RELEASE: 8.8

SITE MAP

Now select the Tax Forms

The screenshot shows a web browser window displaying the EagleNET Employee portal. The browser's address bar shows the URL https://eaglenet.ewu.edu/PROD-DAD/twbkwbis.P_G. The page header includes the EagleNET logo, a 'Sign Out' button, and a 'Help' button. A 'Browse' button is visible in the top left. The main content area features a navigation bar with tabs for 'Personal Information', 'Faculty & Advisors', 'Employee', and 'Finance'. Below this, a grid of links is displayed. The 'Tax Forms' link, which includes the text 'W4 information and W2 Form.', is circled in red. A red box with the text 'Click Here' and an arrow points to this link. Other links in the grid include 'Time Sheet', 'Benefits and Deductions', 'Pay Information', 'Jobs Summary', and 'Leave Balances'. The footer contains the copyright notice '© 2016 Ellucian Company L.P. and its affiliates.', the version number 'RELEASE: 8.8', and a 'SITE MAP' link.

https://eaglenet.ewu.edu/PROD-DAD/twbkwbis.P_G Employee

File Edit View Favorites Tools Help

Suggested Sites Web Slice Gallery

EagleNET Sign Out Help

Browse

Welcome, Jane Doe to EagleNET! Find a page...

Home > Employee

Personal Information Faculty & Advisors Employee Finance

Time Sheet

Benefits and Deductions Retirement, Flexible Spending, Health, Miscellaneous, Benefit Statement.

Pay Information Direct deposit allocation, earnings and deductions history, or pay stubs.

Tax Forms W4 information and W2 Form.

Jobs Summary

Leave Balances

Click Here

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RELEASE: 8.8 SITE MAP

Now select W-2 Wage and Tax Statement

The screenshot shows a web browser window with the URL https://eaglenet.ewu.edu/PROD-DAD/twbkwbis.P_GenMenu?nar. The page title is "Tax Forms". The user is logged in as "Jane Doe". The navigation menu includes "Personal Information", "Faculty & Advisors", "Employee" (selected), and "Finance".

| | | |
|---|--|---|
| Time Sheet | Benefits and Deductions Retirement, Flexible Spending, Health, Miscellaneous, Benefit Statement. | Pay Information Direct deposit allocation, earnings and deductions history, or pay stubs. |
| Tax Forms W4 information and W2 Form. | Jobs Summary | Leave Balances |

- W4 Tax Exemptions or Allowances
- Electronic W-2 Consent
- W-2 Wage and Tax Statement**
- W-2c Corrected Wage and Tax Statement

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EASTERN WASHINGTON UNIVERSITY

Select the desired Tax Year from the drop down, Then Click Display.

The screenshot shows a web browser window displaying the EagleNET website. The address bar shows the URL: https://eaglenet.ewu.edu/PROD-DAD/bwplxtbs.P_ChooseW2Key. The page title is "W-2 Wage and Tax Statement".

The navigation menu includes "Personal Information", "Faculty & Advisors", "Employee" (selected), and "Finance". A search bar is located on the right side of the navigation bar.

The main content area displays the "W-2 Wage and Tax Statement" form. The form includes the following fields:

- Tax Year: Select (dropdown menu)
- Employer or Institution: Eastern Washington University (dropdown menu)
- Display (button)

Annotations on the page include:

- A red box labeled "Select the Tax Year" with an arrow pointing to the "Tax Year" dropdown menu.
- A red box labeled "Click Here" with an arrow pointing to the "Display" button.
- The "Display" button is circled in red.

At the bottom of the page, there is a footer with the text: "© 2017 Ellucian Company L.P. and its affiliates." and "RELEASE: 8.13.1". A "SITE MAP" link is also present in the footer.

The Eastern Washington University logo is visible in the bottom right corner of the page.

You are now able to view your W-2 Wage Tax Statement

EagleNET Sign Out | Help

File Edit View Favorites Tools Help

Suggested Sites Web Slice Gallery

Personal Information | Faculty & Advisors | **Employee** | Finance Find a page...

W-2 Wage and Tax Statement

Home > W-2 Wage and Tax Statement

Select the Print button to print W-2's statement (for tax years 2005 forward). You may need to print multiple copies for submission to federal, state and local entities. Click on Help Text for information on how to print an approved format for different web browsers and additional information.

Status: Original **This Example is of the 2016 Tax Form**

As of Date: Jan 24, 2017

Form W-2 Wage and Tax Statement 2016

| | | | | | | |
|---|--|--|---|-----------------------------------|----------------------------|-------------------------|
| a Employee's social security number | OMB No. 1545-0008 | This information is being furnished to the Internal Revenue Service. If you are required to file a tax return, a negligence penalty or other sanction may be imposed on you if this income is taxable and you fail to report it. | | | | |
| b Employer identification number (EIN) 91-6000624 | 1 Wages, tips, other compensation | 200.00 | 2 Federal income tax withheld 50.00 | | | |
| c Employer's name, address, and ZIP code Eastern Washington University 319 Showalter Hall Cheney WA 99004 | 3 Social security wages | 200.00 | 4 Social security tax withheld 12.40 | | | |
| | 5 Medicare wages and tips | 200.00 | 6 Medicare tax withheld 2.90 | | | |
| | 7 Social security tips | | 8 Allocated tips | | | |
| d Control number 2497 | 9 | | 10 Dependent care benefits | | | |
| e Employee's first name and initial Lastname Suff. Jane Doe 123 Eagle Way Cheney, WA 99004 | 11 Nonqualified plans | | 12 See Instructions for box 12 | | | |
| | 13 Statutory employee <input type="checkbox"/> | | | | | |
| | Retirement plan <input checked="" type="checkbox"/> | | | | | |
| f Employee's address and ZIP code | 14 Other | | | | | |
| 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 |

[Printable W-2](#)

[Make New Selection](#) ■ [W-4 Employee's Withholding Allowance Certificate](#)

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To Print your W-2, Click Printable W-2

https://eaglenet.ewu.edu/PROD-DAD/bwplxts.P_ViewW2Driver W-2 Wage and Tax State...

File Edit View Favorites Tools Help

Suggested Sites Web Slice Gallery

EagleNET Sign Out Help

Browse

Personal Information Faculty & Advisors Employee Finance Find a page...

W-2 Wage and Tax Statement

Home > W-2 Wage and Tax Statement

Select the Print button to print W-2's statement(s) for tax years 2005 forward. You may need to print multiple copies for submission to federal, state and local entities. Click on Help Text for information on how to print an approved format for different web browsers and additional information.

Status: Original
As of Date: Jan 24, 2017
Form W-2 Wage and Tax Statement 2016

This Example is of the 2016 Tax Form

| | | | | | |
|--|--|---------------------|--------------------------------|--|------------------|
| a Employee's social security number | | OMB No. 1545-0008 | | This information is being furnished to the Internal Revenue Service. If you are required to file a tax return, a negligence penalty or other sanction may be imposed on you if this income is taxable and you fail to report it. | |
| b Employer identification number (EIN) 91-6000624 | 1 Wages, tips, other compensation | 200.00 | 2 Federal income tax withheld | 50.00 | |
| c Employer's name, address, and ZIP code Eastern Washington University 319 Showalter Hall Cheney WA 99004 | 3 Social security wages | 200.00 | 4 Social security tax withheld | 12.40 | |
| | 5 Medicare wages and tips | 200.00 | 6 Medicare tax withheld | 2.90 | |
| d Control number 2487 | 7 Social security tips | | 8 Allocated tips | | |
| | 9 | | 10 Dependent care benefits | | |
| e Employee's first name and initial Lastname Suff. Jane Doe 123 Eagle Way Cheney, WA 99004 | 11 Nonqualified plans | | 12 See Instructions for box 12 | | |
| | 13 Statutory employee <input type="checkbox"/> Retirement plan <input checked="" type="checkbox"/> Third-party sick pay <input type="checkbox"/> | | | | |
| f Employee's address and ZIP code | 14 Other | | | | |
| 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 |

Printable W-2 Click Here

Make New Selection W-4 Employee's Withholding Allowance Certificate

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You are now able to print the "Printable W-2".

This version will show the full Social Security Number.

Right-click in the white space of your web browser and select "Print"

Right Click Here, Chose Print

| | | | | | | |
|---|--|--|---|--|---------------------------------------|-----------------------------------|
| | | a Employee's social security number 123-45-6789 | This information is being furnished to the Internal Revenue Service. If you are required to file a tax return, a negligence penalty or other sanction may be imposed on you if this income is taxable and you fail to report it. OMB No. 1545-0008 | | | |
| b Employer identification number (EIN) 91-600624 | | 1 Wages, tips, other compensation 200.00 | | 2 Federal income tax withheld 50.00 | | |
| c Employer's name, address, and ZIP code Eastern Washington University 319 Showalter Hall Cheney WA 99004 | | 3 Social security wages 200.00 | | 4 Social security tax withheld 12.40 | | |
| | | 5 Medicare wages and tips 200.00 | | 6 Medicare tax withheld 2.90 | | |
| | | 7 Social security tips | | 8 Allocated tips | | |
| d Control number 2497 | | 9 | | 10 Dependent care benefits | | |
| e Employee's first name and initial Last name Suf. Jane Doe 123 Eagle Way Cheney, WA 99004 | | 11 Nonqualified plans | | | 12 See Instructions for box 12 | |
| | | 13 Statutory Retirement Third-party employee plan sick pay [] [X] [] | | | | |
| | | 14 Other | | | | |
| 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 (page 1) for 2018
Department of Treasury - Internal Revenue Service

[Go Back](#)