



# W2 Boxes Explained

Revised November 2024

- a** – SSN as entered in **Core/Employee record**
- b** – Employer Federal EIN as entered in **W2 Report and Submission**
- c** – District Name and Address as entered in **W2 Report and Submission**
- e** – Name as entered in **Core/Employee record**
  - Legal name always prints, if non-blank
  - If Legal name is blank, uses Name fields
- f** – Address as entered in **Core/Employee record**
- 1** – YTD taxable gross on 001 **Federal Payroll Item** record
- 2** – YTD deduct total on 001 **Federal Payroll Item** record
- 3** – YTD taxable gross on 692/693 **Payroll Item** record Type **Social Security Tax**
- 4** – YTD deduct total on 692/693 and 694/695 **Payroll Item** record Type **Social Security Tax**
- 5** – YTD taxable gross on 692/693 **Payroll Item** record Type **Medicare Tax**
- 6** – YTD deduct total on 692/693 and 694/695 **Payroll Item** record Type **Medicare Tax**
- 10** – Dependent care amount on 001 **Core/Adjustment** with Type **Dependent Care**
  - or
  - YTD deduct total on any 001 **Payroll Item** with Type **Dependent Care**
- 12**
  - Code C (Taxable Cost of life insurance over \$50,000)
  - Code D (401(k) amounts)
  - Code E (403(b))
  - Code F (408(k)(6))
  - Code G (457)
  - Code H (501c(18)(d))
  - Code J (Non-taxable sick pay)
  - Code P (Excludable moving expenses – Armed Forces only)
  - Code R (Employer contributions to an Archer MSA)
  - Code T (Adoption benefits)
  - Code W (Employer contributions to Health Savings Accounts)
  - Code AA (Designated Roth contributions to section 401(k) plan)
  - Code BB (Designated Roth contributions under section 403 (b) salary reduction agreement)
  - Code DD (Cost of employer-sponsored health coverage)
  - Code EE (Designated Roth contributions under a governmental section 457(b) plan)
  - Code FF (Use this code to report the total amount of permitted benefits under a QSEHRA.  
The maximum reimbursement for an eligible employee under a QSEHRA is \$4,950  
(\$10,000 if it also provides reimbursement for family members)
- 13** – Retirement Plan
  - 401(a)
  - 401(k)
  - 403(b)
  - 408(k)
  - 501c(18)
- 14** – Leased vehicle amount as entered on 001 **Core/Adjustments** with Type of **Vehicle Lease**
  - \*Then additional Fringe Benefits as specified when running W2 Report and Submission  
(i.e. Union dues, donations such as United Way)
- 15** – State ID name as entered in **W2 Report and Submission**



- 16** – YTD taxable gross amount on 002 **State Payroll Item** record
- 17** – YTD deduct total on 002 **State Payroll Item** record
- 18** – YTD taxable gross amount on all CITY/OSDI **Payroll Item** records
- 19** – YTD deduct total on all CITY/OSDI **Payroll Item** records
- 20** – W2 abbreviation as entered in CITY/OSDI **Payroll Item Configuration** records