

Save trees.
Protect your info.



Go paperless with your W-2.

Why should you go paperless?

You can opt-out of receiving paper W-2 tax forms beginning with the current tax year. Opting out is also known as consenting to receive your W-2 form electronically.

Choosing the paperless option:

- Gives you the most secure method of receiving your W-2.
- Supports sustainability initiatives.
- Saves employee time and university funds.

Did you know?

Your electronic W-2 is available electronically well before paper W-2s are printed!

Four Easy Steps:

1 Log in to connectcarolina.unc.edu.

2 Click on SelfService.

3 Choose "W-2/W-2c Consent".

4 Check the consent box and Submit.

The screenshot shows the Connect Carolina SelfService portal. The top navigation bar includes "Connect CAROLINA" and "Favorites" and "Main Menu" dropdowns. The "SelfService" section lists various options: TIM, View Paycheck, Enroll or Change Benefits, View W-2/W-2c Forms, W-4 and NC4 Tax Information, W-2/W-2c Consent (highlighted with a red box), Payroll Forms, Update Personal Information, Emergency Contacts, Performance - Historical Docs, and Performance - Current Docs. Below the list, there is a checkbox labeled "Check here to indicate your consent to receive electronic W-2 and W-2c forms." and a "Submit" button.