

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 header includes the logo and navigation links for Favorites and Main Menu. The SelfService menu lists various options, with "W-2/W-2c Consent" highlighted by a red box. Below the menu is a form with a checkbox and a Submit button.

Connect CAROLINA
Favorites Main Menu

SelfService

- TIM
- View Paycheck
- Enroll or Change Benefits
- View W-2/W-2c Forms
- W-4 and NC4 Tax Information
- W-2/W-2c Consent
- Payroll Forms
- Update Personal Information
- Emergency Contacts
- Performance - Historical Docs
- Performance - Current Docs

Check here to indicate your consent to receive electronic W-2 and W-2c forms.

Submit

For more information visit:
go.unc.edu/payrolltaxforms



FINANCE AND OPERATIONS
Finance