

Question	Answer
UCPath W-2 Availability	
How will I know that my W-2 is available?	If you consented to receive your W-2 electronically, you will be sent an email notification to your preferred email address once your W-2 is available on UCPath.
What if I did not consent to an electronic W-2?	If you did not consent to an electronic W-2, a printed copy will be mailed through the United States Postal Service by Jan. 31 and you should expect to receive it by Feb. 14th.
I am an active employee. What if I do not receive my printed W-2 through the mail?	If you are an active employee and have not received your W-2 by Feb. 14th, it will be available through UCPath. You have the options to: <ul style="list-style-type: none"> - Log into UCPath online and print your W-2 yourself. - Log into UCPath online and submit an intelligent Records and Data Request form requesting a duplicate W-2 be mailed to you. - You can call the UCPath Center Employee Services and have ES submit the request on your behalf.
I am a former employee. What if I do not receive my printed W-2 through the mail?	If you are a former employee and have not received your W-2 by Feb. 14th, you have the option to: <ul style="list-style-type: none"> - Log into and select University of California, Former Employee Access (do not select University of California, Berkeley) and print your W-2 yourself. See more information under Terminated Employees. - Call UCPath Center Employee Services and request them to, on your behalf, submit a Records and Data Request for a duplicate to be mailed to your home address on file.

W-2 Instructions and Information	
Are there additional W-2 filing instructions available?	Yes, in UCPath, refer to the <i>Filing Instructions</i> document on the View W-2/W-2c Forms screen. For printed W-2's, refer to the back of your W-2 document.
W-2 Box a – What does it mean if 'Applied For' is displayed?	If you do not currently have a SSN, 'Applied For' will be displayed in Box a of your W-2.
W-2 Boxes 3 & 4 – What if these boxes are blank?	If you are NOT subject to Social Security taxes, then these boxes will be blank.
W-2 Boxes 5 & 6 – What if these boxes are blank?	If you are NOT subject to Medicare taxes, then these boxes will be blank.

<p>W-2 Boxes 7, 8, 9, 11 – What if these boxes are blank?</p>	<p>W-2 Boxes 7, 8, 9 and 11 are always left blank.</p>
<p>Former Employees & W-2s</p>	
<p>As a former employee -- how do I obtain my W-2 online?</p>	<p>Upon separation from the university, and you had an alternate email on file (meaning a non-UC email) in UCPath, you will receive a “Welcome Letter” informing you that a UCPath account was created and how to access UCPath online to obtain your W-2. If not, contact UCPath Center to speak with an associate Monday – Friday, 8:00 a.m. – 6:00 p.m. at 855-982-7284 to set up your account in the “former employee” portal.</p>
<p>As a former employee with no access to my UCPath account, how do I obtain that access?</p>	<p>Please follow the instructions located here https://ucnet.universityofcalifornia.edu/compensation-and-benefits/ucpath-former-employees.html#:~:text=Accessing%20your%20information&text=You%20will%20have%20access%20to,at%20855%2D982%2D7284..</p>
<p>As a former employee, will I receive my printed W-2?</p>	<p>Former employees who did not consent to an electronic W-2 or, did not provide an alternate non UC email address on file, will receive a paper W-2 sent to the last home address on file, and via the United States Postal Service.</p>