



# W2 Boxes Explained

Revised December 2021

This document explains how the boxes on the W2 are populated.  
The plain text indicates fields in Classic. The **BOLD** indicates fields in the Redesign.

- A** – SSN as entered in BIOSCN or **Core/Employee record**
- B** – Employer Federal EIN as entered in W2PROC or **W2 Report and Submission**
- C** – District name and address as entered in W2PROC or **W2 Report and Submission**
- E** – Name as entered in BIOSCN or **Core/Employee record**
  - Legal name always prints, if non-blank
  - If Legal name blank, uses name on first screen
- F** – Address as entered in BIOSCN or **Core/Employee record**
- 1** – YTD taxable gross on 001 DEDSCN or **Federal Payroll Item** record
- 2** – YTD deduct total on 001 DEDSCN or **Federal Payroll Item** record
- 3** – YTD taxable gross on 692/693 DEDSCN flagged with deduction category of F or 692/693 **Payroll Item** record Type **Social Security Tax**
- 4** – YTD deduct total on 692/693 and 694/695 DEDSCN flagged with deduction category of F or 692/693 and 694/695 **Payroll Item** record Type **Social Security Tax**
- 5** – YTD taxable gross on 692/693 DEDSCN flagged with category of M or 692/693 **Payroll Item** record Type **Medicare Tax**
- 6** – YTD deduct total on 692/693 and 694/695 DEDSCN flagged with category of M or 692/693 and 694/695 **Payroll Item** record Type **Medicare Tax**
- 10** – Dependent care amount on 001 DEDSCN or **Core/Adjustment** with Type **Dependent Care** or
  - YTD deduct total on any DEDSCN with type DPCARE or **Payroll Item** with Type **Dependent Care**
- 12** – Code C (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 \$5,250 (\$10,600 if it also provides reimbursement for family members), before indexing for inflation.)
- 13** – Retirement Plan  
401(a)  
401(k)  
403(b)  
408(k)  
501c(18)



- 14** – Leased vehicle amount as entered on 001 DEDSCN or **Core/Adjustments** with Type of **Vehicle Lease**
  - FFCRA (COVID-19) Codes as entered on 001 DEDSCN or **Federal Payroll Item** record
  - Fringe Benefits as entered on 001 DEDSCN or **Core/Adjustments** with Type of **Fringe Benefits**
  - Any other deductions entered in W2PROC or specified **Payroll Item** codes entered when running **W2 Report & Submission** (i.e. Union dues, donations such as United Way)
- 15** – State ID name as entered in W2PROC or **W2 Report and Submission**
- 16** – YTD taxable gross amount on 002 DEDSCN or **State Payroll Item** record
- 17** – YTD deduct total on 002 DEDSCN or **State Payroll Item** record
- 18** – YTD taxable gross amount on all CITY/OSDI DEDSCN or **Payroll Item** records
- 19** – YTD deduct total on all CITY/OSDI DEDSCN or **Payroll Item** records
- 20** – W2 abbreviation as entered in CITY/OSDI DEDNAM or **Payroll Item Configuration** records