

Payroll Tax Update – 2007 Form W-2

All form W-2 wage and tax statements for tax year 2007 will be processed and mailed from the SIUC Payroll Office by January 31, 2008. (The State of Illinois will not be sending W-2s to our employees for SIUC earnings.) All employees with earnings in 2007 will receive a W-2 printed on a one-page, 4-section, laser form.

In addition, please note:

Multiple Jobs: In AIS HRMS, if an employee has multiple jobs, and/or is paid under multiple payroll types, he/she will only receive one W-2 as the system accumulates all amounts prior to printing.

Fringe Benefit W-2s: Some employees *may* also receive an additional one-page, 4-section, laser printed W-2 for the following fringe benefits: vehicle usage, clothing provided, awards, moving expense, etc. Note that for 2007, the value of educational tuition waivers for undergraduate and graduate level courses under \$5250 is **not** taxable, and you will not receive a separate W-2.

Do not file 2007 tax returns until you have received all expected W-2s.

Questions regarding W-2 forms should be directed to the Payroll Office-(618) 453-3391.

Please note that every effort has been made to deliver the W2s to the correct mailing address. We will not process requests for duplicate W2s until **February 15, 2008.**