

Use this task to submit or withdraw your consent to receive an electronic W-2 or W-2C form.

Dashboard Navigation:

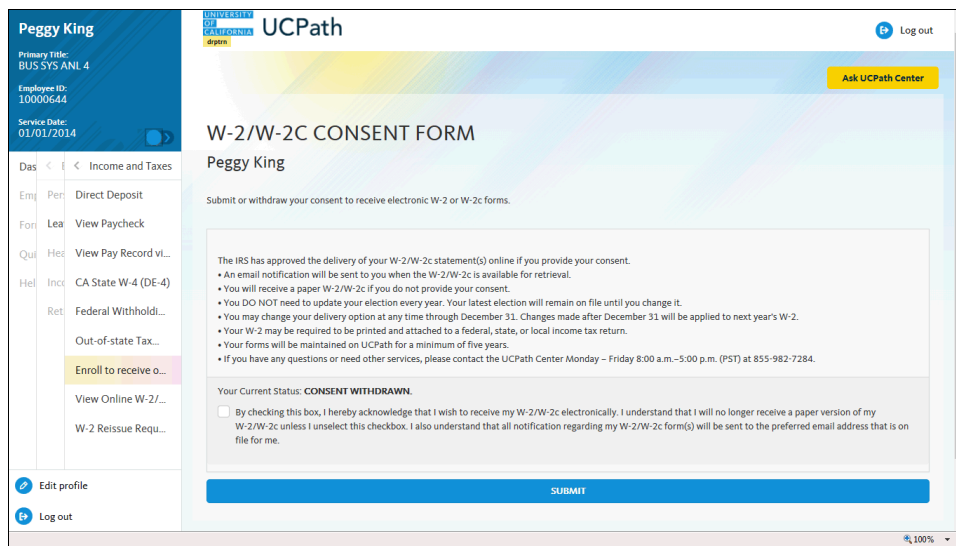
Income and Taxes > **Enroll to receive online W-2**


or

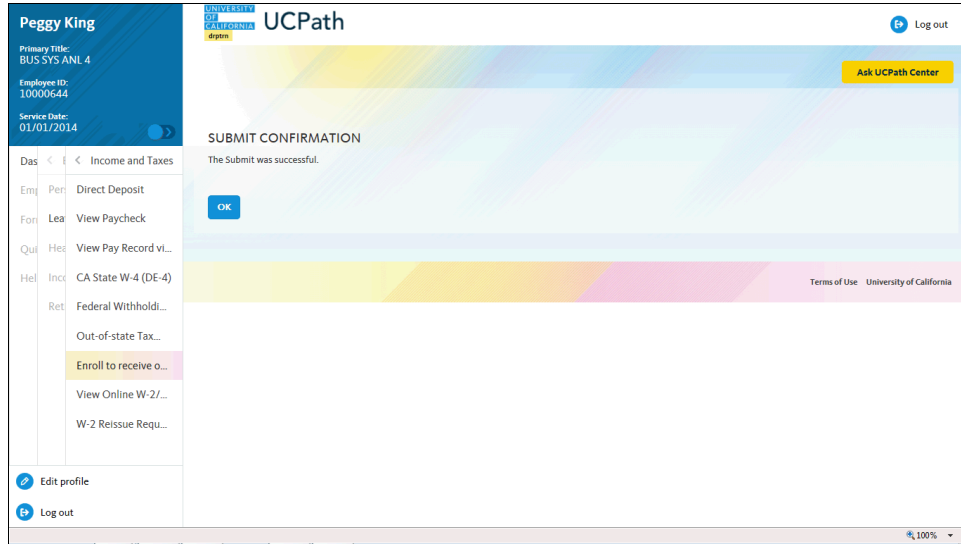
Menu Navigation:


Employee Actions > Income and Taxes > **Enroll to receive online W-2**

Note: This example uses sample images as seen on a computer. Sample images appear differently on a tablet or smartphone, but the steps remain the same.



Step	Action
1.	<p>The current status of your consent appears on the page.</p> <p>To receive your W-2/W-2C electronically, click the Consent option.</p> 
2.	<p>Click the Submit button.</p>



Step	Action
3.	<p>A confirmation message appears.</p> <p>Click the OK button.</p> 



Step	Action
4.	<p>Your current status appears on the page.</p> <p>When your current status is Consent Received, you can withdraw your consent to receive your W-2/W-2C electronically by checking the consent check box.</p>

Step	Action
5.	Use have submitted or withdrawn your consent to receive an electronic W-2 or W-2C form. End of Procedure.