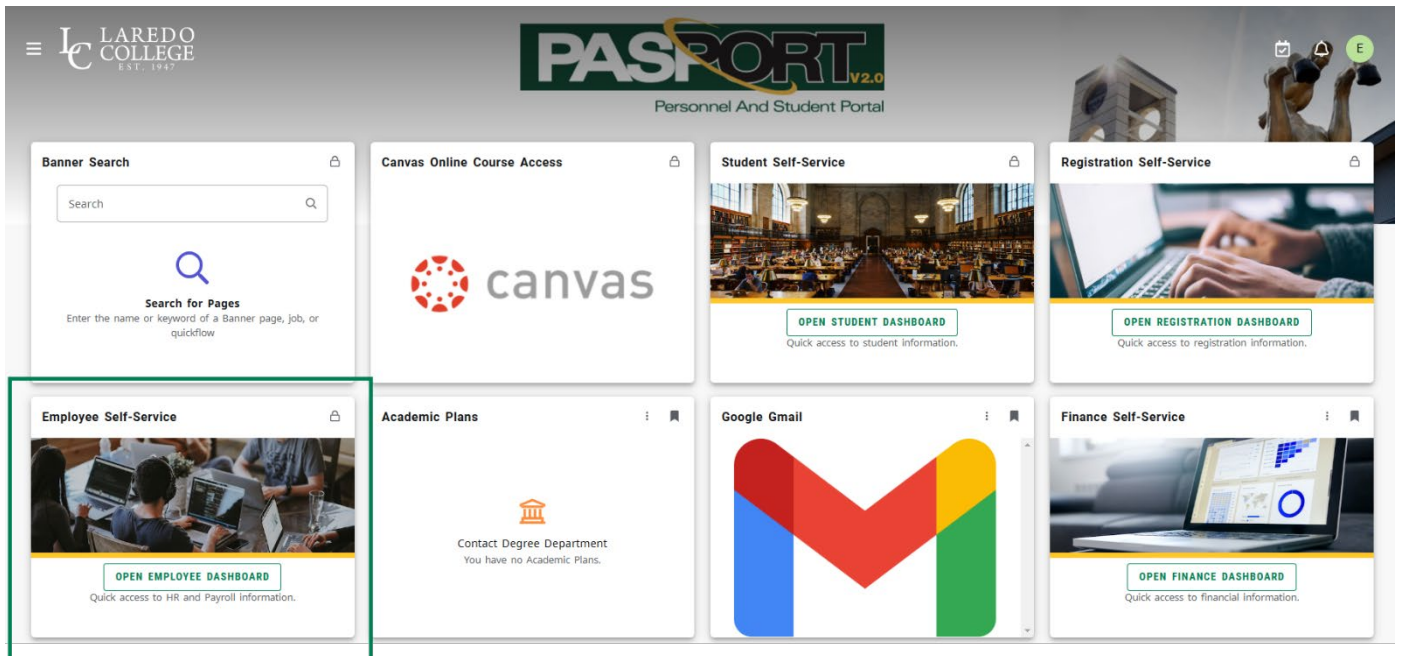
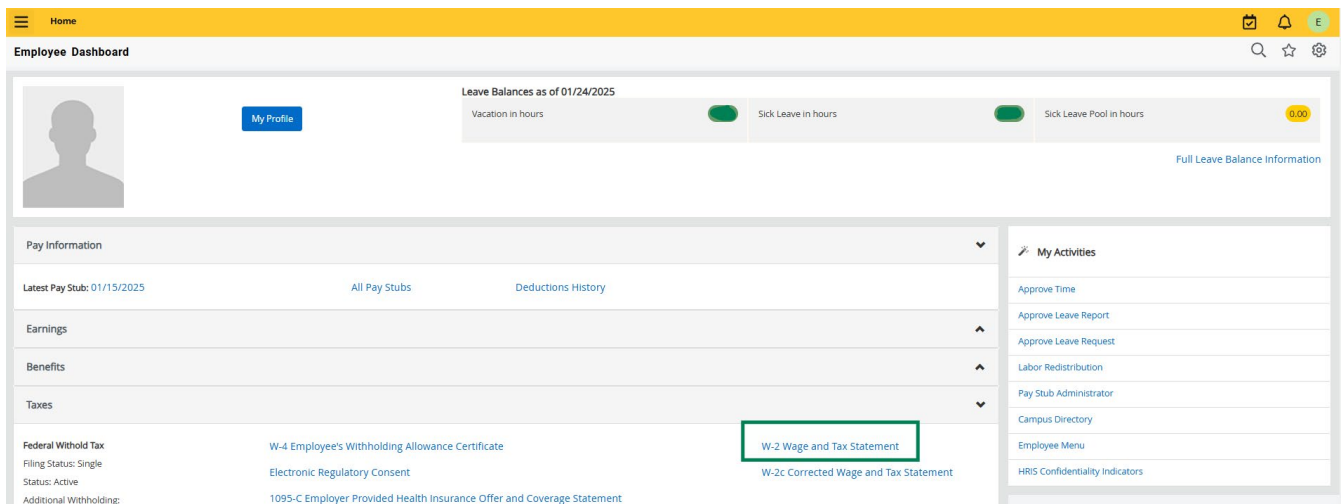


Accessing Electronic W-2 via PasPort

1. Log on to PASPORT and open the Employee Self-Service Dashboard



2. Select “Taxes” to open the drop-down menu, then Select “W-2 Wage and Tax Statement”.



3. Select the year for which you are trying to view/download then select “Display”

Home

W-2 Wage and Tax Statement

[Employee Dashboard](#) / W-2 Wage and Tax Statement

You may adjust the display size by selecting View in the menu at the top of your browser.

Tax Year: Select

Employer or Institution: Laredo College

Display

[W-2c Corrected Wage and Tax Statement](#) • [W-4 Employee's Withholding Allowance Certificate](#)

4. You can select “Printable W-2” to download or print. The official IRS instructions and information related to your tax statement are available in the hyperlink “IRS W-2 Instructions”.

Home

W-2 Wage and Tax Statement

[Employee Dashboard](#) / W-2 Wage and Tax Statement

Select the Print button to print W-2 statement (for tax years 2013 forward.) You may need to print multiple copies for submission to federal, state, and local entities. Use this link [IRS W-2 Instructions](#) to view information about this form.

Status: Original
As of Date: 01/24/2025

Form W-2 Wage and Tax Statement 2024

b Employer identification number (EIN) 1582		a Employee's social security number OMB No. 1545-0008	This information is being furnished to the Internal Revenue Service. If you are required to file a tax return, a negligence penalty or other sanction may be imposed on you if this income is taxable and you fail to report it.			
c Employer's name, address, and ZIP code LAREDO COLLEGE West End Washington St Laredo TX 78040		1 Wages, tips, other compensation		2 Federal income tax withheld		
		3 Social security wages		4 Social security tax withheld		
d Control number 61		5 Medicare wages and tips		6 Medicare tax withheld		
		7 Social security tips		8 Allocated tips		
e Employee's first name and initial Last name Suff.		9		10 Dependent care benefits		
		11 Nonqualified plans		12 See instructions for box 12		
f Employee's address and ZIP code		13 Statutory employee [] Retirement plan [] Third-party sick pay []				
		14 Other				
15 State	Employer's state ID number	16 State wages, tips, etc.	17 State income tax	18 Local wages, tips, etc.	19 Local income tax	20 Locality name

Printable W-2