Web link – Retrieving W2s & 1095s

http://weblink.lewiscentral.k12.ia.us/Login.aspx

User ID – First 4 of last name + first 3 of first name
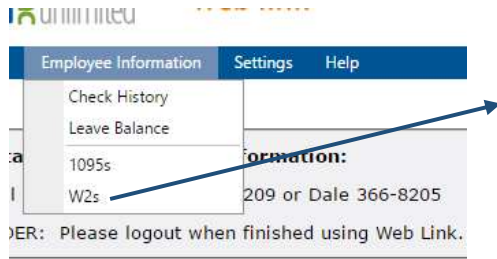Example:
Joe Jones = JONEJOE
Password – Last 4 of your social security number for initial log-on (Option to change this under settings once you are logged in)

If you forget your password or are having difficulties logging on, you can contact Teresa at 712-366-8209 or Jenni at 712-366-8204.

Web link – Retrieving W2s & 1095s

Select W2s or 1095s from the Employee Information drop down

By selecting the first radio button you are saying it is ok to send only an electronic version of your W2 or 1095. **You will no longer receive a paper W2 or 1095.** This means your W2 or 1095 may be available sooner than if you have it processed by paper.

Choose your option and then select the continue button at the bottom

The next page will allow you to select the year for the W2 or 1095 you wish to View/Print or Save.

W2 Consent Terms

The Internal Revenue Service (IRS) requires that you provide the District with your consent in order to receive your W2 in electronic format using Web Link.

You are able to consent to view and receive your W2 electronically using Web Link and no longer receive a paper copy, or consent to view your W2 electronically but still receive a paper copy. If you do not consent to view (or view and receive) your W2 electronically using Web Link, you will continue to receive a paper copy of the W2.

Electronic W2s will be posted in Web Link on or before January 31 of each calendar year and be accessible at least through October 15, as required by the IRS. If applicable, paper copies will be distributed by January 31 of each calendar year, as required by the IRS.

Consent to receive your W2 using Web Link and no longer receive a paper copy can be withdrawn by selecting the "I want to continue receiving my W2 in paper form but would like to view my W2 through Web Link" option below and clicking the Continue button. Withdrawing consent must be done prior to December 31 and is applicable only to W2s not yet issued.

The option to receive a W2 electronically using Web Link is valid for the duration of your employment unless revoked by you, you are no longer employed by the District, or if this service

○ I agree to the above Consent Terms and want to view and receive my W2 through Web Link only (no paper copy).
○ I want to continue receiving my W2 in paper form but would like to view my W2 through Web Link.

Continue

Print W2s

Year: 2015
  2015
  2014

View/Print W2   Save W2

Get ADOBE READER