

Retirees who received payment in the last calendar year, an electronic W-2 for your USNH is now accessible via [WISE](#). You will need to reach out to the HelpDesk at (603) 862-4242 to reset your password.

**Please note :**

- For those who have previously completed the Electronic W-2 Consent, please login to WISE to receive your 2022 Electronic W-2.
- For those who have not previously selected "Electronic W-2 Consent," you too can view your W-2 online via WISE. Your printed Forms W-2 will be sent via US postal mail by January 31st to the Postal Mailing address on file.
- To view Postal Mailing address in WISE go to "Personal Information" – "View Address(es) and Phone(s)." If an update is needed to your Postal Mailing address, you will need to reach out to Joye Cushing [joye.cushing@usnh.edu](mailto:joye.cushing@usnh.edu) or (603) 862-0930 **Please note, this will not change the address on your 2022 Form W-2.**

To view your 2022 electronic W-2 via **WISE**, follow these

steps: Log into **WISE**

- Access the Employee tab
  - Select "W-2 Forms and 1095-C Information"
  - Select "W-2 Wage and Tax Statement"
  - Answer your security question
  - Select Tax year "2022"
  - Click "Display"
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- Please contact USNH Payroll via email at [foc.payroll@usnh.edu](mailto:foc.payroll@usnh.edu) or by calling 862-1400 if you have questions or would like more information.