

HRNAVIGATOR

YOU MAY NOW ACCESS YOUR 2015 eW-2

Your 2015 tax information is now available online through our partnership with [ADP](#).

IF YOU REGISTERED IN DECEMBER WITH [ADP](#), you may access your 2015 eW-2 by visiting [ADP](#), you will be prompted to enter the username and password you selected. Please note this is your [ADP](#) username and password, **not** your MyNEU username and password.

IF YOU HAVE NOT REGISTERED FOR THIS NEW SERVICE WITH [ADP](#), you may register and access your 2015 eW-2 by following the instructions below;

- Log on to **myNEU**
- Select **Services and Links**
- Select **Employee Self-Service**
- Select **W-2 Wage and Tax Statement** and follow the instructions; when prompted to enter your home zip code, please use the 5-digit zip code on your most recent paycheck.

During this first year of transition to ADP, your 2015 W-2 will be mailed to your home address.

Our enhanced partnership with [ADP](#) provides the ability to download your eW-2 information to tax preparation software such as TurboTax and H&R Block; the information is also easier to read online and in print.

NEW INFORMATION REQUIRED FOR YOUR FEDERAL TAX RETURN

The Affordable Care Act (ACA) requires large employers such as Northeastern to report information about health insurance options and coverage to the IRS and subscribers. The information provided on these forms is necessary to complete your federal income taxes. *Please keep the form(s) for your records.*

- **1095-C:** New this year, as part of the requirements of the ACA, if you were *offered* medical insurance by Northeastern in 2015, you will receive a 1095-C form in the mail which verifies you were *offered* coverage. Northeastern also provides the information directly to the IRS. If you have questions about the 1095-C, please contact the HRM Customer Service Center, 617.373.2230.
- **1095-B:** In addition, as part of the ACA, if you *elected* health insurance through Northeastern in 2015, you will receive a 1095-B form in the mail from Blue Cross and Blue Shield; this form verifies that your health insurance coverage met the Minimum Essential Coverage standard as required by the ACA. If you have questions about the 1095-B, please contact Blue Cross and Blue Shield member services directly: 888.543.8770.

HEALTH PLAN INFORMATION REQUIRED FOR YOUR MASSACHUSETTS TAX RETURN

As in past years, if you live in Massachusetts and were covered by a medical plan offered by Northeastern in 2015, you will receive a 1099 HC form from Blue Cross and Blue Shield. You will need the information provided on this form to complete your Massachusetts income taxes. If you were employed at Northeastern for only a portion of the calendar year, you may need to secure additional information from your former employer. If you have questions about the 1099 HC, please contact Blue Cross and Blue Shield member services directly: 888.543.8770

If you have questions, please contact the HRM Customer Service Center, 617.373.2230.

Northeastern University
Human Resources Management