HR Liaisons Announcement:
You asked, we listened! In November 2018, HR Liaisons completed a survey that helped us understand how we could better serve their communication needs. In response to the suggestions, we added a new “HR Liaisons Announcement” feature to the top of certain announcements that are specific to your role as an HR Liaison. With this, you can easily identify information that pertains to your role and act on the information to meet your unit or department needs.

We appreciate your input and all you do to support Mason employee well-being!

W-2s are Available Online

Your 2018 W-2 is available online! Retrieving your electronic copy is easy and immediate. If you have never accessed your electronic W-2, please access it before January 27, 2019.

Step-by-step instructions on how to access your electronic W-2 are available on the HR & Payroll homepage.

If You Do Not Access Your Electronic W-2:
- Ensure your permanent mailing address is accurate in Patriot Web
- We will mail your paper W-2 no later than January 31, 2019

More Information:
- For information on how to interpret your W-2, reference "Your George Mason University W-2 demystified"
- For frequently asked questions, please reference the W-2 FAQs
On January 11, 2019, HR & Payroll announced a new Paid Parental Leave benefit for eligible administrative/professional, research, and 12-month instructional faculty effective January 1, 2019.

Eligible administrative/professional, research, and 12-month instructional faculty members may take up to eight (8) weeks/320 hours (prorated for part-time employees) of paid parental leave to be used within twelve (12) months of the birth of an infant or adoptive, foster, or custodial placement of a child under the age of eighteen (18).

As part of the introduction of this new benefit, we also are including the following option for administrative/professional, research, and 12-month instructional faculty who have adopted, fostered, gained legal custody, or have given birth to a child between July 1, 2018, and December 31, 2018: up to four (4) weeks/160 hours (prorated for part-time employees) to be taken within the respective twelve (12) month limit.

For more information, please reference the complete announcement sent to faculty on January 11, 2019. To view the full policy, visit the university policy website.

If you have any questions, please reach out to the Benefits team at benefits@gmu.edu or 3-2600.

Human Resources & Payroll
George Mason University
Alan and Sally Merten Hall, Office 4100
(703) 993-2600 | hr@gmu.edu