**Sign in to Banner Self-Service** using your Davidson ID and PIN

> **Inside Davidson**
> **Resources**
> **Banner Self-Service**

User ID: Your ID#

PIN: Your DOB (mmddyy)

— (you will be required to change your PIN the first time you log in)

**https://inside.davidson.edu/Pages/Default.aspx**

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**Select:**

> **Employee Services**
> **Tax Forms**
> **W-4 Tax**

Exemptions/Allowances

Scroll down and select:

**Update**

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**Enter W-4 elections**

Select:

**Certify Changes**

Select:

**Ok** to pop up message

View confirmation page

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**Employee Services**

**Employee Tax Forms Menu**

W-4 Tax Exemptions/Allowances

Consent for Electronic W-2 and 1095-C

W-2 Year End Earnings Statement

W-2 Federal Instructions (PDF)

W-2c Corrected Wage and Tax Statement

1095 Employer-Provided Health Insurance Offer

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**Employee Tax Forms Menu**

W-4 Tax Exemptions/Allowances (TEST)

Federal Tax

As of Date: May 01, 2019

Last Name differs from SSN card:

Deduction Status: Active

Start Date:

5/11/2017

End Date:

Modified:

None

Number of Allowances:

8

Additional W-4 Information:

Note: Additional w-4 information. View your W-4 online.

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**Tax Update Confirmation (TEST)**

The updates you requested were successfully processed.

Tax updates are processed immediately but are subject to review by?

**IMPORTANT NOTE:** Please contact the Benefits Administrator or Payroll...