



Accessing your W2 online thru STARS

Enter into www.RhodesState.edu

In the top right corner click on the drop down arrow in the box stating "Choose Quick Link"

Click on "STARS Online"

Click on link at bottom of page "Click Here to Proceed to STARS Online!"

Click "Enter Secure Area"

Enter User ID (this will be the same as your Rhodes Network ID – ex. lastname.first letter of first name) or your R# (R00#####)

Enter PIN (defaults to 6 digit birthday, unless already changed by previous login)

Click Login (you may need to reset your pin or create a security question if this is your first time logging in to STARS)

Click Employee Information

Click Tax Forms

Click W2 Wage and Tax Statement

Tax Year: this defaults to most recent year of 2010

Click on "Display"

To print a copy, click "Print" at bottom of screen (might have to roll screen down to see print button)

Click "Print"

Click the "Go Back" highlighted in blue at bottom of W-2 to exit

You will need to exit out of another screen also

(If you need your STARS password/pin reset, please contact Tony Jackson 419-995-8340)

If you have questions regarding your W-2 please contact Mark Russell at 419-995-8411 or Cindy Buckland at 419-995-8801.