



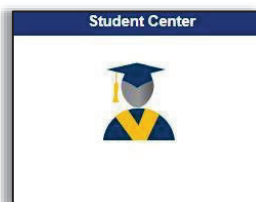
VIEW YOUR FEDERAL WORK- STUDY W-2 FORM

If you have worked in the Federal Work-Study program, you will receive a W-2 Form for the calendar year with your taxable earnings. The W-2 form will be mailed to you from the college and will be available for you to access in CUNYfirst.

The following steps provide instructions on how to view your Federal Work-Study W-2 forms in CUNYfirst Student Center.

STEP# 1: Login to CUNYfirst at <https://home.cunyfirst.cuny.edu>.

STEP# 2: Click on the **Student Center** tile:



STEP# 3: Click on the **Payroll** tile:

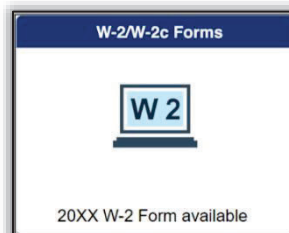


STEP# 4: You will have an option to consent to receiving your W-2 or W-2C electronically by checking the off the “*I consent...*” box:



☐ I consent to receive W-2 or W-2c forms electronically

You can view your W-2 / W-2C by clicking on the W-2/W-2C Forms Tile:



STEP# 5: You can select the “Tax Year” W-2/ W-2C forms you wish to access.

View W-2/W-2c Forms

Tax Year: ✓ 2021
2020

Work Study - Federal

Tax Form	Issue Date	Year End Form	Filing Instructions
W-2	01/26/2022	View Form	i

Select: **View Form** to access your W-2/ W-2C

Form **W-2 Wage and Tax Statement** **20XX**

a Employer's name, address, and ZIP code
KINGSBOROUGH CC
2001 ORIENTAL BOULEVARD
FIN. AID OFFICE ROOM U 201
BROOKLYN NY 11235

e Employee's name, address, and ZIP code
Bruce Wayne
1007 Mountain Drive, Gotham

7 Social security tips	1 Wages, tips, other comp.	2 Federal income tax withheld
8 Allocated tips	3 Social security wages	4 Social security tax withheld
9	5 Medicare wages and tips	6 Medicare tax withheld
10 Dependent care benefits	11 Nonqualified plans	12a See instructions for box 12
13 Statutory employee Retirement plan Third-party sick pay	14 Other	12b
b Employer identification number (EIN)		12c
a Employee's social security no.		12d
15 State NY	16 State wages, tips, etc.	17 State income tax
18 Local wages, tips, etc.	19 Local income tax	20 Locality name NEW YO

Copy B To Be Filed With Employee's FEDERAL Tax Return

This information is being furnished to the Internal Revenue Service.
OMB No. 1545-0008

Dept. of the Treasury - IRS
Visit the IRS Web Site at www.irs.gov/efile