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 at the end of 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 Self-Service.

**STEP# 1:** Login to CUNYfirst at: [https://home.cunyfirst.cuny.edu](https://home.cunyfirst.cuny.edu).

**STEP# 2:** Select HR/Campus Solutions from the menu on the left.

**STEP# 3:** Navigate to Self Service followed by Payroll & Compensation.

**STEP# 4:** Click the View Work-Study W-2/W-2c Forms.

**STEP# 5:** Click the Year End Form to view and download a PDF version of your W-2 Form.

**NOTE:** If you have problems accessing your Federal Work-Study W-2 Form, please visit the Office of Financial Aid and ask to speak to the Work Study Coordinator.