

## **Receive your Federal Work-Study Form W-2 Electronically.**

You now have the ability to receive your Federal Work-Study form W2 electronically. You must grant consent to receive your Form W2 via CUNYfirst. Please follow the navigation below.

- Login to CUNY First <https://home.cunyfirst.cuny.edu>
- Visit CUNYfirst Self Service
- Payroll and Compensation
- View W-2/W-2c Consent and check the box to consent

Opt in and receive your Form W2 instantly as soon as it becomes available. You will be notified, via email, to your preferred email address on CUNYfirst when your form is ready.

**\*\*The deadline to consent for electronic W2 is January 12\*\***

If you do not consent to receive your Form W2 electronically, it will be mailed out to your mailing address. To review or modify your mailing address, please log in to CUNYfirst Self – Service > Personal Information.

For more information, please visit [www.cuny.edu/fwsfaqs](http://www.cuny.edu/fwsfaqs). If you encounter any problems, please send an email to our Lehman FWS email address: [fedwork.study@lehman.cuny.edu](mailto:fedwork.study@lehman.cuny.edu) (always include your name and EMPLID).