

ACCESSING W-2 INFORMATION

The following instruction guide will show you how to access your W-2 information on my.ufl.edu.

My UFL Access Instructions:

- Navigate to my.ufl.edu
- Click the blue "ACCESS MYUFL" button
- Login with your UFID and password
- Access the white NavBar in the upper right side of the screen and click Main Menu
- Once in the Main Menu, navigate to My Self Service > Payroll and Compensation > View W-2/W-2c Forms.
- Enter your social security and date of birth to access your form(s)
- Click the appropriate year under "Year End Form" for the form you need

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In order to enhance security, the following information is required. You will be transferred to the appropriate page once your input is verified.		View W-2/W-2c Forms					
Please enter the missing digits of your SSN:		Review	your available \	W-2 and W-2c	forms. Select th	ne year end form that you	would like to review.
Please enter your date of birth in MMDDYYYY format:		Select Year End Form				Personalize 🔄	
		Tax Year	W-2 Reporting Company	Tax Form ID	Issue Date	Year End Form	Filing Instructions
Verify Data		2019	UFL	W-2	01/23/2020	Year End Form	Filing Instructions