

## How to check your W2 form in UKG/Kronos

If you need to check your W2 form in Kronos, here is how to find it.

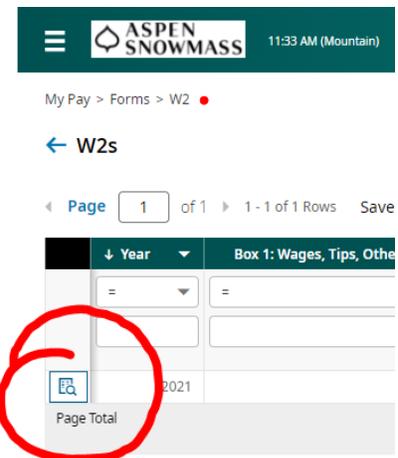
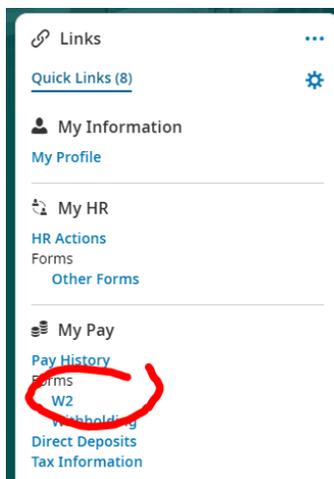
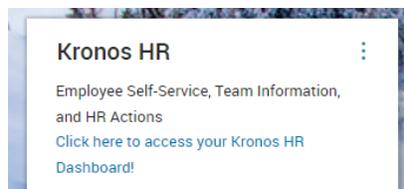
### ON THE UKG /KRONOS WEBSITE:

1. Go to [myhr.aspensnowmass.com](https://myhr.aspensnowmass.com) and log in.

2. On the front page top left, choose “Click here to access your Kronos HR Dashboard.”

3. On the left side of the screen, you will then select My Pay>Forms>W2. Choose W2. If you do not see it here, click the My account button in the center of the page first and then you should see it.

4. Click the magnifying glass icon on lower left of screen. From there you can view and/or download the PDF.



Have a question or concern? Contact [humanresources@aspensnowmass.com](mailto:humanresources@aspensnowmass.com)

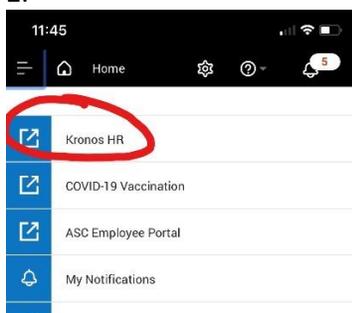
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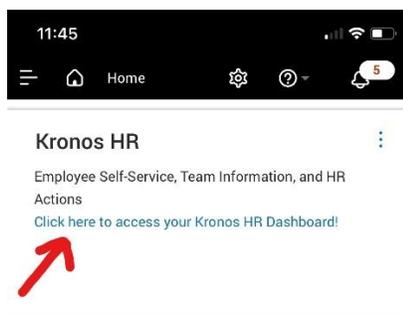
### ON THE UKG DIMENSIONS (KRONOS) APP:

1. Log in and choose Kronos HR from main screen.

2.



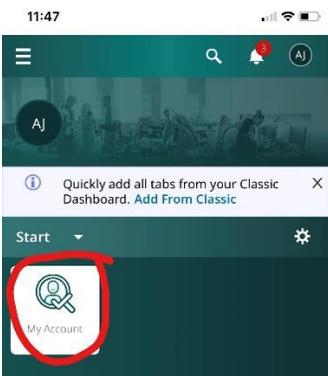
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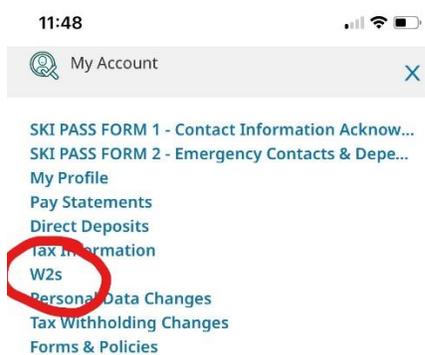
4. It may ask you to log in again.



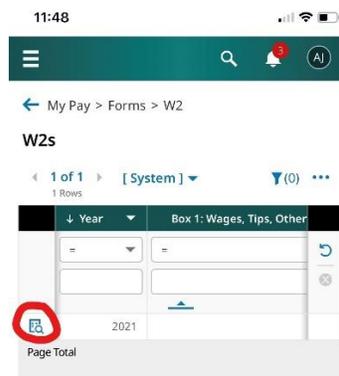
5. Click My Account.



6. Choose W2s



7. Click the magnifying glass icon. From there you can view and/or download the W2 PDF.



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