

How to view your Student Pay Information On-Line Available on ESS (Employee Self Service)

- **Log into myApps**
- **Click on ESS (Employee Self Service) – Green Label**
- **Click on MyInfo Tab on the left hand side of the page**
- **Click on My Compensation**
- **Click on Issued Checks/Advices**
- **Click on Attachments**
- **Click on Download**
- **Click on Open or Save**
- **The document that opens is your gross to net pay statement**
- **Scroll to the bottom to see how your net pay is distributed**

Need assistance?

Contact the Payroll Office – Room 305, Hardway Building
Sherry Baldwin ... ext. 4652
Cinda Ewing ... ext. 4818