Quick Reference Guide: Viewing Your Payroll Information

The Pay section in Oracle Cloud contains your payroll information and history.

To access Pay from the Navigator:
• Click the Navigator (top right corner), then select Pay in the Me section of the list.

To access Pay from your Springboard:
• Click the Me icon, then select Pay
  (*Available when selected in your personalizations. Select the icon at right to personalize your Springboard.)

Viewing and Editing Your Payroll Information
The Pay module provides quick access to your payroll related information. Note that while you can update your payroll tax withholding information online, any updates to your payroll direct deposit accounts must be made in person with Human Resources, located on the 10th Floor of the Baker Building.

- View your Payslips.
  (Note: if applicable, payslips from Dec 2017 and prior are available via the historical C2HR site.)
- View, print, download and search current and past payslips, which contain gross pay, net pay, taxes and other information.

- Payment Methods
  Define and prioritize salary payments details, such as payment type, payment amount and bank account details.

- Year-End Documents
  View, print, download and search year-end documents for current or prior tax years.

- Tax Withholding
  Go here to update your federal and state income tax withholding. Check this information when your personal or financial situation changes.

Click here to view your payroll direct deposit account information.
For security, changes to payroll direct deposit must be made in person in HR (Baker Bldg, 10th Floor).

For tax year 2018 and forward, your Form W-2 will be available within this module.
(Note: if applicable, W-2s for 2017 and prior are available via the historical C2HR site.)

Click here to view and/or update your tax withholding information online.

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