ELIZABETHTOWN COLLEGE HUMAN RESOURCES

We are pleased to affirm that our Electronic Payroll Process (E-Pay) is alive and well and working fine! If you haven't experienced it yet, simply go on the Jay Web home page, sign in with your email account name and password, click staff and you can view your payroll information.

After <u>September 5</u>, (for hourly employees), and <u>September 15</u>, (for salaried employees), paper copies of your direct deposit will end and you will need to view your pay stub information on-line through the e-pay connection on Jay Web. The exceptions to this will be our facilities, dining services staff and SCPS Facilitators, who will continue to receive the hard copies but will be given the opportunity to opt-in to E-Pay.

If you have any questions, please contact Human Resources at extension 1406.