



## **Current Pay Information (Información actual sobre pagos)**



# Table of Contents

**Current Pay Information** ..... 1



# Current Pay Information

## EmployeePortal > Inquiry > Current Pay Information

This page is used to view your current pay information.

If you requested modifications such as changes to your withholding and exemptions, and those changes are not displayed, the LEA has yet to process the changes.

If this page is not enabled, check with your EmployeePortal administrator as the LEA may have opted to not allow access.

If a message is available from your LEA, it is displayed in red at the top of the page.

### View current pay data:

Under **Employee Information**:

Field	Description
<b>Name</b>	Your first name, middle initial, and last name are displayed.
<b>Address</b>	Your street number and name are displayed.
<b>Phone Number</b>	The three-digit area code followed by the seven-digit phone number are displayed.
<b>Employee ID</b>	The employee ID number that identifies your records is displayed. Your social security number is not be displayed on this page.
<b>Date of Birth</b>	The date on which you were born in the MMDDYYYY format is displayed.
<b>Gender</b>	Your sex is displayed.
<b>Degree</b>	The degree type (if any) you currently hold from an institute of higher learning is displayed. If this information is incorrect, please contact your HR Administrator.
<b>Professional Years Experience</b>	Your total years of professional experience is displayed.
<b>Non Professional Years Experience</b>	Your total years of nonprofessional experience is displayed.
<b>Professional District Experience</b>	Your total years of professional experience in the district is displayed.
<b>Non Professional District Experience</b>	Your total years of nonprofessional experience in the district is displayed.

The **Frequency** displays the payroll frequency in which you are active.

<b>Marital Status</b>	Your marital status is displayed.
<b>Number of Exemptions</b>	The number of exemptions you claimed for federal income tax withholding is displayed.
<b>Pay Campus</b>	The pay campus to which you are assigned is displayed.

Under **Positions:**

<b>Title</b>	The description of your position is displayed.
<b>Annual Payments</b>	The two-digit number of times you are to be paid per year is displayed.
<b>Regular Hours</b>	The number of hours a pay type 3 (hourly) employee works on a regular basis is displayed. If the LEA manually calculates your pay, this field may be blank. Since your pay is based on hours, this number may not represent the total number of hours worked and paid each pay period. If you are paid a standard pay amount each pay period (even if you are an hourly employee), this field is zero.
<b>Remain Payments</b>	The number of payments remaining to be paid during the current contract period is displayed.
<b>Annual Salary</b>	The contract amount if you are not being paid on an as-worked (hourly) basis is displayed.
<b>Daily Rate</b>	The actual daily earned pay is displayed.
<b>Pay Rate</b>	The dollar and cent rate that a type 2 employee earns hourly is displayed.
<b>Overtime Rate</b>	The dollar and cent overtime rate earned is displayed.

Under **Bank Information:**

<b>Bank Code</b>	The bank code the district has assigned to your bank is displayed.
<b>Bank Name</b>	The bank name or names where you currently have your checks automatically deposited is displayed.
<b>Account Type</b>	The one-digit code and description indicating the type of bank account (i.e., checking or savings) is displayed.
<b>Account Number</b>	The last three digits of your account number associated with the bank are displayed.
<b>Deposit Amount</b>	The amount allocated for direct deposit in each designated bank account is displayed.

If you have an additional job title, that information is also displayed.


If you have or have had a job on another pay frequency such as biweekly, semimonthly, and monthly, the information associated with each job and frequency is displayed.

If a stipend is received for extra duty jobs, the following data is displayed under **Stipend Information:**

<b>Extra Duty</b>	The description of the stipend is displayed.
<b>Type</b>	The type of salary based on the extra-duty pay code selected is displayed.
<b>Amount</b>	The pay amount authorized for the extra-duty pay code selected is displayed.
<b>Remain Amount</b>	The amount remaining for this job code is displayed.
<b>Remain Payments</b>	The number of payments remaining for the job code is displayed.

**Note:** If you receive a stipend for extra-duty jobs that are on another frequency, the information associated with the extra duty jobs and frequency will be displayed. Each frequency associated with that frequency is displayed.

**Other functions and features:**

Click  to display a printable PDF version of the Current Pay Information report. The current date and time are displayed on the report.



## Back Cover