Understanding your Pay Advice

Block 1 - Direct Deposit Data: Displays your account type, bank name, last 4 digits of your account number and net deposit amount.

Block 2 – Pay Period Data: Displays the beginning and ending dates of the pay period, the check/advice number, and check/advice date.

Block 3 - Employee Data: Displays your name, current address, employee number (ID), agency (Dept), and check location code. Classified Employees appear with their current pay rates and job titles in this area. Unclassified Employees appear with pooled job titles, for example. “UCHC UniversityHealthProf.” The current biweekly pay rate is found in Block 5 under Regular Earnings.

Block 4 - Tax Status: Displays the withholding status you selected on your federal (W-4) and state (CT-W4) forms.

Block 5 - Hours/Earnings: This area reflects earnings only. Rate and hours are not shown.

Block 6 - Taxes: This area reflects actual taxes taken based upon your withholding status; including social security(OASDI) and Medicare (MED) taxes as applicable.

Block 7 - Before/After Tax Deductions: These areas itemize the pre-tax and post-tax deductions that have been withheld from your earnings.

Block 8 - Leave Balances: Time and attendance for UCHC employees is maintained internally within Banner/Kronos; Leave balances do not appear on employee check stubs; Please see Self-Service Banner (http://cap.uchc.edu), or if you have web access to Kronos (http://timereport.uchc.edu) the balances will also appear on your timecard.