



UAB Self Service Applications: Payslip

Employees may view their payslip(s) via the Self Service Applications in the Oracle Administrative Systems.

UAB Self Service Applications > Payslip

The Payslip form will load with most current payslip visible.

UAB Payroll Professional

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Payslip

Employee Name: **Employee, Example**
 Organization Email Address: **workflow@uab.edu**

Employee Number: **1234567**
 Business Group: **11111111A UAB**

From Date: To Date:

Choose a Payslip:

Employee Number: **1234567**
 Employee: **Employee, Example**
 Employee Address: **1234 Happy Lane
 Birmingham
 AL
 35211**

Organization: **123456789 Sample Org Code**
 Employer B/N: **0900052613**

Pay Period and Salary

Pay Period	Payment Date	Pay Begin Date	Pay End Date	Pay Rate
Bi-Week	17-Nov-2017	29-Oct-2017	11-Nov-2017	26.66

Summary

Current or YTD	Gross	Pre-Tax	Taxes	Deductions	Net Pay
Current	2162.08	355.76	442.03	55.52	1299.50
YTD	50320.32	8033.43	10450.59	1683.94	29947.86

Hours and Earnings

Description	Start Date	End Date	Current Hours	Current Amount	YTD Hours	YTD Amount
Bad Weather-WK1				0.00	8.00	213.28
Holiday-WK1				0.00	32.00	853.12
OTIP-WK1				0.00	1.50	20.01
Pers Holiday-WK1				0.00	16.00	426.56
Work A-WK1			23.25	619.85	715.50	19075.28
Sick-WK1			0.75	20.00	41.00	1093.08
Vacation-WK1			16.00	426.56	109.75	2925.95
Bad Weather-WK2				0.00	8.00	213.28
Holiday-WK2				0.00	24.00	639.84
OTIP A-WK2				0.00	1.25	16.67
Pers Holiday-WK2				0.00	8.00	213.28
Sick-WK2				0.00	23.75	633.18
Vacation-WK2				0.00	67.75	1806.23
Work A-WK2			40.50	1079.73	798.50	21288.05
**Excess Ins				9.27		202.50
OTP-WK2			0.50	6.67	7.50	190.01
Sharing N Success				0.00		600.00

Rate Details

Pre-Tax Deductions		Taxes			
Description	Current	YTD	Description	Current	YTD
*TRS	161.46	3758.83	Federal Tax	193.02	4618.27
*Medical Plan	133.88	2945.36	Social Security	122.00	2854.83
*Health Flex	35.42	779.24	Medicare	28.53	667.66
*Parking	25.00	550.00	AL State Tax	78.55	1843.91
			Birmingham	19.93	465.92

After-Tax Deductions

Description	Current	YTD
Credit Union	35.00	770.00
Optometry	0.00	454.50
Voluntary Life	5.20	114.40
Blazer/Bucks	10.00	230.00
Vol Ins ADD	4.28	94.16
Vol Spouse Life	1.04	22.88

Tax Withholding Information

Type	Marital Status	Exemptions	Secondary Exemptions	Additional Amount	Override Amount	Override Percentage
Federal	Single	2		0.00	0.00	0
Alabama	"S" Claiming \$1500 Exemption	2		0.00	0.00	0

Net Pay Distribution

Check/Deposit Number	Bank Name	Account Type	Account Number	Amount
123456789	Legacy Community Federal Credit Union	C	XXXXXX1234	1099.50
123456789	Jefferson City Employee Credit Union	S	X1234	160.00
123456789	America's First Federal Credit Union	S	XXXX1234	50.00

TP Pay Distribution

Check/Deposit Number	Bank Name	Account Type	Account Number	Amount
No results found.				

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To view the last 10 payslips, click on the **arrow** in the **Choose a Payslip** field and a drop-down box will enable the user to select the payslip they wish to view. **Highlight** the selection and click **Go**.

To view prior year payslips or a payslip for a specific date range, populate the **From Date** and **To Date** fields using the selection **“calendar”** icons. Once date range is entered, click **Search** to change **Choose a Payslip** display list. **Highlight** the selection and click **Go**.

The **Pay Period and Salary** section of the form includes payroll identification information and the employee’s rate of pay. Click [here](#) to view the most current payroll schedules.

Pay Period and Salary				
Pay Period	Payment Date	Pay Begin Date	Pay End Date	Pay Rate
Bi Week	17 Nov 2017	29 Oct 2017	11 Nov 2017	26.66

The **Summary** section of the payslip contains year to date (YTD) payment information, as well as, the current pay period. An explanation of the current payment information is located in other sections on the form. Click [here](#) to access the UAB Net Pay Calculator.

Summary					
Current or YTD	Gross	Pre-Tax	Taxes	Deductions	Net Pay
Current	2162.08	355.76	442.03	55.52	1299.50
YTD	50320.32	8033.43	10450.59	1685.94	29947.86

The **Hours and Earnings** section of the payslip contains current and year to date (YTD) payment information. Click [here](#) to access the Annual Excess Insurance Calculation Worksheet.

Hours and Earnings							
Description	Start Date	End Date	Current Hours	Current Amount	YTD Hours	YTD Amount	
Bad Weather-WK1				0.00	8.00	213.28	
Holiday-WK1				0.00	32.00	853.12	
OTP-WK1				0.00	1.50	20.01	
Pers Holiday-WK1				0.00	16.00	426.56	
Work A-WK1			23.25	619.85	715.50	19075.28	
Sick-WK1			0.75	20.00	41.00	1093.08	
Vacation-WK1			16.00	426.56	109.75	2925.95	
Bad Weather-WK2				0.00	8.00	213.28	
Holiday-WK2				0.00	24.00	639.84	
OTP A-WK2				0.00	1.25	16.67	
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Vacation-WK2				0.00	67.75	1806.23	
Work A-WK2			40.50	1079.73	798.50	21288.05	
**Excess Ins				9.27		202.50	
OTP-WK2			0.50	6.67	7.50	100.01	
Sharing N Success				0.00		600.00	

The **Pre-Tax Deductions** section includes any deductions that are taken from gross pay. For a listing of qualified pre-tax deduction elements, click [here](#). Deductions are classified as *mandatory*, *voluntary* or *involuntary*. Click each link to obtain information regarding these deductions.

Pre-Tax Deductions		
Description	Current	YTD
*TRS	161.46	3758.83
*Medical Plan	133.88	2945.36
*Health Flex	35.42	779.24
*Parking	25.00	550.00

The **Taxes** section includes tax deductions applicable to the individual. Additional tax information resources may be obtained by clicking [here](#).

Taxes			
Description		Current	YTD
Federal Tax		193.02	4618.27
Social Security		122.00	2854.83
Medicare		28.53	667.66
AL State Tax		78.55	1843.91
Birmingham		19.93	465.92

The **After-Tax Deductions** section includes any deductions that are taken after required taxes are applied.

After-Tax Deductions			
Description		Current	YTD
Credit Union		35.00	770.00
Optometry		0.00	454.50
Voluntary Life		5.20	114.40
BlazerBucks		10.00	230.00
Vol Ins ADD		4.28	94.16
Vol Spouse Life		1.04	22.88

The **Tax Withholding Information** section is dependent upon information submitted via Self Service. For information on updating federal and/or state tax withholdings, click [here](#).

NOTE: If withholding information is not updated by the employee, the default settings are applied. Default withholding for both federal and state taxes are Single and 0 (zero).

Tax Withholding Information						
Type	Marital Status	Exemptions	Secondary Exemptions	Additional Amount	Override Amount	Override Percentage
Federal	Single	2		0.00	0.00	0
Alabama	*S* Claiming \$1500 Exemption	2		0.00	0.00	0

The **Net Pay Distribution** section contains the direct deposit instructions maintained by the employee through Self Service. For information on updating direct deposit instructions, click [here](#). The total amount (net pay) deposited into the established accounts (s) is also included.

Net Pay Distribution				
Check/Deposit Number	Bank Name	Account Type	Account Number	Amount
123456789	Legacy Community Federal Credit Union	C	XXXXXX1234	1089.50
123456789	Jefferson City Employee Credit Union	S	X1234	160.00
123456789	America's First Federal Credit Union	S	XXX1234	50.00