


Accessing Your Pay Check Via myUCF

University of Central Florida
Payroll Services
(407) 823-2771
payroll@ucf.edu

Did you know?

- **Payday is every other Friday, unless affected by a holiday.**
- **Did you know, by utilizing Employee Self Service, you can view your paycheck on the Tuesday before payday?!**
- **This allows you to verify your paycheck before payday.**

myUCF

 UNIVERSITY OF CENTRAL FLORIDA

UCF Federated Identity


Sign on:

NID:

Password:

By signing on, you agree to the terms of the UCF
Information Technologies and Resources Policy

- What is my NID?
- What is my NID Password?
- What is Federated Identity?

 **UCF**
Stands For Opportunity

- Go to the myUCF page at www.my.ucf.edu

Logging In

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- For myUCF users only!
- Your NID and Password are the same for logging into myUCF is as they are for logging into PeopleSoft

NID and NID Password Assistance

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- [What is my NID?](#)
- [What is my NID Password?](#)
- [What is Federated Identity?](#)

 **UCF**
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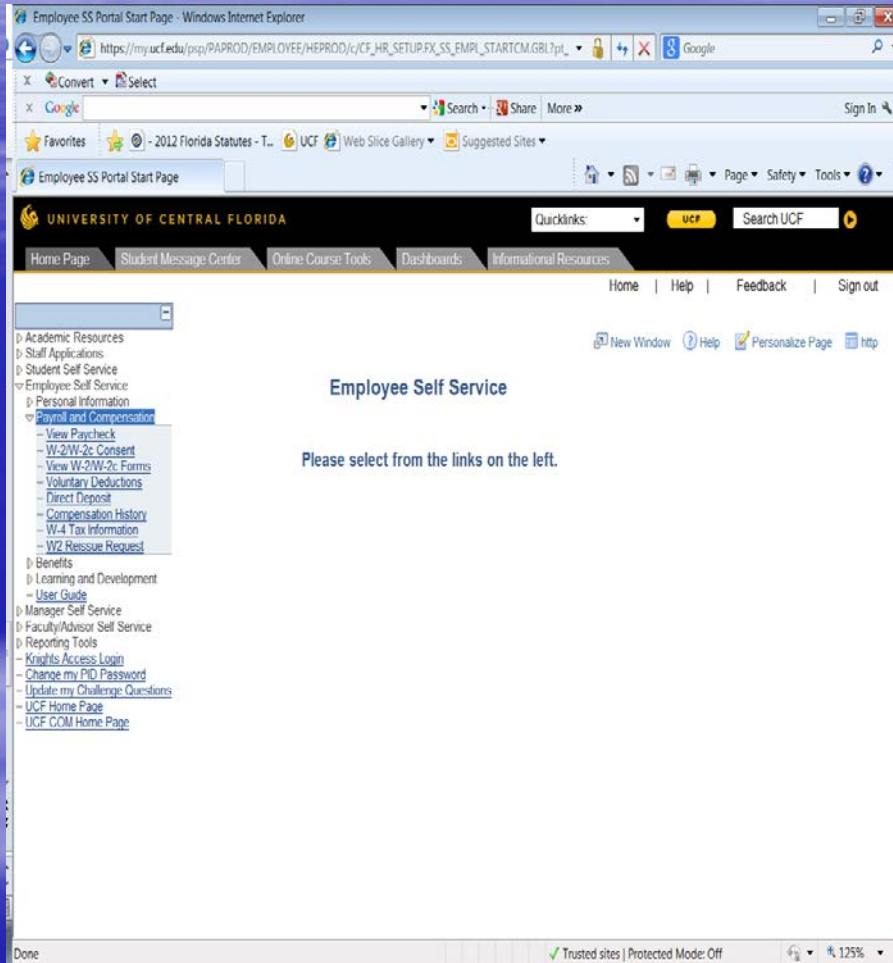
- If you do not know your NID and NID Password, click on any of the following:
- “What is my NID”
- “What is my NID Password?”

Employee Self Service

The screenshot shows a web browser window titled "myUCF Portal - Windows Internet Explorer". The address bar displays the URL "https://my.ucf.edu/psp/PAPROD/EMPLOYEE/EMPL/h?tab=DEFAULT". The page header includes the University of Central Florida logo and navigation tabs for "Home Page", "Student Message Center", "Online Course Tools", "Dashboards", and "Informational Resources". A search bar and "Sign In" link are also visible. The main content area features a "myUCF Menu" on the left with a tree view containing items like "Academic Resources", "Staff Applications", "Student Self Service", "Employee Self Service", "Manager Self Service", "Faculty/Advisor Self Service", "Reporting Tools", "Knights Access Login", "Change my PID Password", "Update my Challenge Questions", "UCF Home Page", and "UCF COM Home Page". The "Employee Self Service" item is expanded. To the right, a "Featured Topics" section highlights "Pegasus Mine Portal Workshops" with a sub-header and a brief description: "Learn how to use the Pegasus Mine Information Portal to find data and reports for your department, college, or class!". The browser status bar at the bottom indicates "Trusted sites | Protected Mode: Off" and a zoom level of "125%".

Click on the “Employee Self Service” link

Viewing Your Pay Advice



- This page brings you to many options
- Select “Payroll and Compensation”
- Click on “View Paycheck”

Need Assistance

- For problems concerning your NID and/or NID Password, you should contact the UCF Service Desk by either :
 1. Emailing servicedesk@ucf.edu
 2. Calling (407) 823-5117

- For questions regarding how to read your paycheck, please call Payroll Services at (407) 823-2771 or e-mail payroll@ucf.edu