

# UAccess EMPLOYEE

## How to Read Your Paystub

### 2 Payee Information

**Payee Name:** Your name as it appears in the UAccess Employee  
**Payee Address:** Your home address as it appears in the UAccess Employee  
**Employee ID:** Primary eight digit identifier for University employees  
 Department: Home department  
**Location:** Physical location assigned at the University  
**Job Title:** Primary job title assigned at the University  
**Pay Rate:** Rate of pay, shown as a biweekly salary for exception pay employees and an hourly rate for positive pay employees

### 4 Hours and Earnings

**Description:** Categorized types of earnings  
**Current Rate:** Rate of pay, shown as a biweekly salary for exception pay employees and an hourly rate for positive pay employees  
**Current Hours:** Hours reported in time and labor by earnings description  
**Current Earnings:** Earnings by each description  
**Year-to-Date:** (YTD) Hours: Year-to-date hours by description  
**Year-to-Date:** (YTD) Earnings: Year-to-date earnings by description

### 6 Deductions

**Before-Tax Deductions:** Totals of current and year to date before-tax deductions by description  
**After-Tax Deductions:** Totals of current and year to date after-tax deductions by description

### 8 Totals (Current / YTD)

**Total Gross:** The gross pay received this biweekly pay period and the total gross pay received for the calendar year, including the current amount  
**Fed Taxable Gross:** Gross pay minus pre-pay deductions  
**Total Taxes:** Sum of Federal and State withholdings  
**Total Deductions:** Sum of before-tax and after tax deductions  
**Net Pay:** The total amount disbursed to employee. Net pay = gross pay less deductions and tax withholdings  
**Current:** Bi-weekly gross less current deductions  
**YTD:** Total gross received for the calendar year, including the current amount

 <b>The University of Arizona</b> Financial Services Office - Payroll PO Box 3310 Tucson, AZ 85722-3310		Pay Group: AG-Farm Workers Pay Begin Date: 07/27/2009 Pay End Date: 08/09/2009	Business Unit: UAZ00 Advice #: 000000001010411 Advice Date: 08/14/2009																																																										
<b>Wilbur Wildcat</b> 1 Anywhere Street Tucson, AZ 99999	Employee ID: 99999999 Department: 9999-Generic Department Location: Main Campus Job Title: Generic Job Pay Rate: \$16.186782 Hourly	<b>TAX DATA:</b> <table border="1"> <tr> <th></th> <th>Federal</th> <th>AZ State</th> </tr> <tr> <td>Marital Status:</td> <td>Married</td> <td>n/a</td> </tr> <tr> <td>Allowances:</td> <td>2</td> <td>0</td> </tr> <tr> <td>Addl. Amt:</td> <td>17.00</td> <td></td> </tr> <tr> <td>AZ Withd. %:</td> <td></td> <td>35.7</td> </tr> <tr> <td>FICA %:</td> <td>7.65</td> <td></td> </tr> </table>			Federal	AZ State	Marital Status:	Married	n/a	Allowances:	2	0	Addl. Amt:	17.00		AZ Withd. %:		35.7	FICA %:	7.65																																									
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### 1 Payroll Information

**Pay Group:** Pay type group. Organizes employees into groups with like paycheck processing characteristics for system efficiencies  
**Pay Begin Date:** Beginning date of the biweekly pay period for which the check is being issued  
**Pay End Date:** End date of the biweekly pay period for which the check is being issued  
**Business Unit:** University of Arizona  
**Advice#:** Check number  
**Advice Date:** The date the check is issued

### 3 Tax Data (Federal / State)

**Marital Status:** Marital status for tax withholding purposes selected on W-4  
**Allowances:** Withholding allowances selected on W-4  
**Addl. Amt.:** Amount indicated on box 6 of W-4 form  
**AZ Withd. %:** Arizona state tax FICA %: Percentage of taxable income, currently 7.65%, Medicare - 1.45%, OASDI - 6.2%

### 5 Taxes

**Fed Withholding:** Federal income tax withheld  
**Fed MED/EE:** Employee's portion of Medicare payment (formerly listed under FICA-HI)  
**Fed OASDI/EE:** Employee's portion of Social Security payment (formerly listed under FICA)  
**AZ Withholding:** State income tax withheld

### 7 Employer Paid Benefits

Employer paid contributions towards employee's benefits. Items marked with an asterisk (\*) are taxable to the employee and are imputed as income. Current and year-to-date totals are listed by description of the benefit. There is no impact to employee's net pay.

**9 Vacation / Sick / Comp**  
 Reports vacation, sick and/or comp time hours earned, used, adjustments, as well as beginning and ending balances., earned and used, as well as beginning and ending balances.

**10 Net Pay Distribution**  
 Amount deposited in your account for Direct Deposit employees.  
 i. Advice#: Check number  
 ii. Account Type: Checking/Savings Account  
 iii. Account Number: Employee's masked account number  
 iv. Deposit Amount: Amount deposited to employee's account  
 Employees not enrolled in direct deposit, will receive a paper check