

Access your Earnings Statement Online

You must be signed up for direct deposit to access your earnings statement online.

Step one: Navigate to myosu.oregonstate.edu

Step two: Login using your ONID username and ONID password.

Your ONID username can be your ONID login, your OSU ID number, or your social security number. Your password is initially set up as your date of birth (MMDDYY)

Step three: Select *Employee*.



Then navigate to $My\ Employment\ Details$.

My Employment Details

My Business Center

Current and Past Jobs

Direct Deposit

Disability Status

Ethnicity, Race or Veteran Status

Pay Stub

<u>W2</u>

<u>W4</u>

Update Email Address

Step four: Select Pay Stub

Step Five: Choose the Year of earnings you want to display from the drop down field. And click *Display*

Step Six: Click on the *Month day and Year* of the earnings you want to Display

Your earnings information will display. If you would like to print a duplicate copy for records select the *View Printable Earning Statement* link.

This version is a valid record of your payroll earnings statement.



Opt Out: Stop receiving a Printed Statement

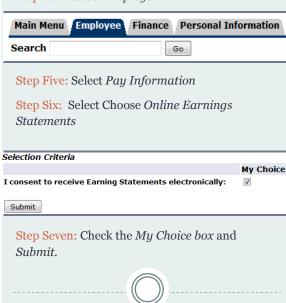
You must be signed up for direct deposit to opt out of receiving a paper copy of your earnings statement.

Step one: Navigate to myosu.oregonstate.edu

Step two: Login using following the directions for Accessing your Earnings Statement online.

Step three: Select Direct Deposit.

Step four: Select Employee



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