

How to View Pay Stub

Login to Banner Self-Service.

On the Employee Dashboard, select the arrow beside Pay Information.

The screenshot shows the 'Employee Dashboard' interface. At the top left, there is a 'My Profile' button. To the right, under 'Leave Balances as of 05/04/2021', there are several categories: Annual Leave in hours, Personal Time in hours, Sick Leave in hours, Compensatory Leave in hours, Sick Bank in hours, and No Pay Leave in hours. Below this is a 'Full Leave Balance Information' link. The main navigation area on the left includes 'Pay Information', 'Earnings', and 'Benefits'. A red arrow points to the 'Pay Information' item. On the right side, there is a 'My Activities' section with an 'Enter Leave Report' button.

Under Pay Information, click on the Latest Pay Stub date to see the most recent pay stub.

This screenshot shows the 'Employee Dashboard' with the 'Pay Information' menu expanded. The 'Latest Pay Stub: 04/30/2021' link is highlighted in yellow. Other options in the expanded menu include 'All Pay Stubs', 'Direct Deposit Information', and 'Deductions History'. A red arrow points to the 'Latest Pay Stub' link. The 'Earnings' menu item is also visible below the expanded 'Pay Information' menu.

However, if you want to view previous pay stubs, click on All Pay Stubs.

Employee Dashboard

The screenshot shows the Employee Dashboard interface. At the top left is a profile picture placeholder and a 'My Profile' button. To the right, under 'Leave Balances as of 05/04/2021', there are four categories: Annual Leave in hours, Personal Time in hours, Compensatory Leave in hours, and Sick Bank in hours. Below this is a 'Pay Information' section with a dropdown arrow. Underneath, there are four links: 'Latest Pay Stub: 04/30/2021', 'All Pay Stubs', 'Direct Deposit Information', and 'Deductions History'. At the bottom is an 'Earnings' section with a dropdown arrow. A red arrow points to the 'All Pay Stubs' link.

Click on the drop-down box beside Pay Year to choose the year you want to view.

[Employee Dashboard](#) • [Pay Stub Information](#)

Pay Stub Information

The screenshot shows the 'Pay Stub Information' page. It features a 'Pay Year:' label followed by a dropdown menu currently set to '2021'. A red arrow points to this dropdown. Below the dropdown, there is a list of years: 2021, 2020, and 2019. To the right of the list, there is a text prompt: 'Select a [year] from the list below to see its full details.'

Then click on the pay date you want to view.

[Employee Dashboard](#) • [Pay Stub Information](#)

Pay Stub Information

Pay Year: 2021 ▾

Select a Pay Date from the list below to see its full details.

Pay Date: 04/30/2021 	Pay Period: 04/01/2021 to 04/30/2021	Gross: ██████████	Net: ██████████
Pay Date: 03/31/2021	Pay Period: 03/01/2021 to 03/31/2021	Gross: ██████████	Net: ██████████
Pay Date: 02/26/2021	Pay Period: 02/01/2021 to 02/28/2021	Gross: ██████████	Net: ██████████
Pay Date: 01/29/2021	Pay Period: 01/01/2021 to 01/31/2021	Gross: ██████████	Net: ██████████

Detailed Pay Stub

Pay Stub Detail

Northwest Shoals Community Col
 800 George Wallace Blvd
 Muscle Shoals
 Alabama 35662
 256.331.5200

[Printer Friendly](#)

Net Pay: [REDACTED]

Pay Date: 04/30/2021

ID: [REDACTED]
 Name: [REDACTED]
 Address: [REDACTED]
 Pay Period: 04/01/2021 to 04/30/2021
 Pay Number: Monthly Salaried 4

Type	Current	YTD
Gross	[REDACTED]	[REDACTED]
Total Personal Deductions	[REDACTED]	[REDACTED]
Net	[REDACTED]	[REDACTED]
Employer Contributions	[REDACTED]	[REDACTED]

Earnings

Job	Title	Earnings	Shift	Hours or Units	Rate	Amount	YTD
[REDACTED]	[REDACTED]	Regular	1	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
Total:						[REDACTED]	[REDACTED]

Benefits, Deductions, and Taxes

Benefit or Deduction	Employee	Employee YTD	Employer	Employer YTD	Applicable Gross	Applicable Gross YTD
Deductions before Federal Tax						
PEEHIP Basic	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
PEEHIP Dental	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
Teachers Retirement System	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
VALIC Group 403B	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
VSP Vision - Pre-Tax	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
Taxes						
Alabama State Income Tax	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
Alabama State Unemployment Ins	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
FICA Medicare	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
FICA Social Security	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
Federal Income Tax	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

Deductions after Federal Tax

Benefit or Deduction	Employee	Employee YTD	Employer	Employer YTD	Applicable Gross	Applicable Gross YTD
AEA After-Tax 3	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
Air Evac Membership Dues	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
Freedom ID	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
Total:						[REDACTED]

