



Company information: Arizona State University

Pay begin date: mm/dd/yyyy

Pay end date: mm/dd/yyyy

Paycheck number — displayed for self-serve employee statements and a check to cash. Look at the bottom of the self-serve statement under net pay distribution to locate the paycheck number.

Check date — the date paid.

One of the following titles describes your payroll pay group and appears in the general section of your paycheck statement:

- A12 — academic 12 months.
- ACD — academic.
- GRD — graduate.
- HRY — hourly.
- SAL — salaried.
- STH — student-hourly.

General	Tax data — Arizona resident
<p>Information about the department, home address, pay rate and work location. It can also include:</p> <ul style="list-style-type: none"> • Current mailing address. • Department. • Employee or ID number. • Job title. • Name — first, middle and last. • Pay rate. • Work location. 	<p>This information is used to calculate the paycheck.</p> <ul style="list-style-type: none"> • Additional amount, if requested, on your W-4 form. • Additional percent, if requested on your W-4 form. • AZ additional amount — appears as \$\$. \$\$. • AZ percent tax gross — for example, 10% will appear as 10.000. • Federal allowances from your W-4 form. • Federal marital status from your W-4 form.
Paycheck summary	Earnings
<p>Federal taxable gross The summary displays the current and year-to-date taxable wages for tax purposes.</p> <p>Gross earnings The summary displays current and year-to-date total gross earnings before non-taxable items are subtracted to adjust the wages down to the total federal taxable wage amount.</p> <p>The federal taxable wage amount is the number of wages the system calculates tax withholding for federal and state taxes.</p> <p>Net pay The summary displays the total net pay or cash paid. The amount represents the total money due.</p>	<p>Earnings represent the total gross amount of hourly, overtime, salary, student hourly regular and other supplemental payments.</p> <p>Note: The compensation earned will not add to the total gross hours and amounts at the bottom of the earnings box. These balances are informational and are not reflected in the totals.</p> <p>Here are a few of the most commonly seen earning types with an explanation of how they are paid:</p> <p>Compensation 1.5 — 1 and a half times Hours rate and amount earned for workings over time.</p>



<p>Total deductions The summary displays the total deductions, excluding tax withholdings.</p> <p>Total taxes The summary displays the total federal and state taxes withheld for the current paycheck and year-to-date.</p> <p>Note: Direct deposit amounts are located under net pay distribution at the bottom of your paycheck statement if this is elected.</p> <p>Special note: The prior year-to-date totals do not appear when “view a different paycheck” is selected.</p>	<p>Compensation adjustment This is the amount deducted from the compensation earned balance and paid to the hourly employee. A compensation adjustment will appear on the same paycheck as overtime for the same number of hours and dollars.</p> <p>Compensation earnings Hours, rate and amount earned for working overtime.</p> <p>Holiday — H Hours, rates and amounts are displayed for eligible hourly employees who are paid for the holiday.</p> <p>Hourly Hours, rates and amounts are displayed for hourly paid employees.</p> <p>Overtime Hours, rate — 1.5 x base rate — and the amount are displayed for hourly paid employees.</p> <p>Overtime straight Hours worked are paid at the base straight time rate.</p> <p>Regular This year-to-date amount is loaded into the pay record. This information is needed for the W-2.</p> <p>STH Hours, rates and amounts are displayed for hourly student employees.</p>
<p>Taxes Federal and Arizona state taxes displayed have been deducted from the paycheck. The following are displayed.</p> <ul style="list-style-type: none"> • Federal income tax — FICA EE. • Old age survivor’s disability insurance — OSADI tax. • Medicare tax — MED EE. <p>The EE means withheld from the employee. The system also stores the ER — employer — tax contributions.</p>	<p>Before-tax deductions Here are a few of the most commonly seen before-tax benefits deduction types:</p> <ul style="list-style-type: none"> • 457 — deferred compensation. • ASRSP1: ASRS service purchase plan — 1. • DP01 — Delta — dental. • EPO3 — United HealthCare — medical. • FSA_DEPEND — flexible spending — child and adult. • FSA_HEALTH — flexible spending — healthcare. • PARKTB — parking Tempe pre-tax. • VISI — Avesis — vision. • VOL_403B — voluntary 403b.



Understanding your paycheck

<p>Paycheck deductions</p> <p>Paycheck deductions will display all before and after-tax amounts deducted from the paycheck. Also displayed are the amounts ASU has contributed for non-taxable or as a pre-tax benefit — PTaxBen.</p>	<p>After-tax deductions</p> <p>Here are a few of the most commonly seen after-tax deduction types:</p> <ul style="list-style-type: none"> • ASRS_LTD — long-term disability. • DLF_HRTFRD — Hartford dependent life insurance. • GARN — wage garnishment. • MH&A — MetLife home and auto. • PARKDA — parking downtown after tax. • SRC — student recreation center. • STD1 — short-term disability, UNUM or Provident standard 750.
<p>Employer-paid benefits</p> <p>The descriptions and amounts in this section display ASU's contribution toward benefits and do not affect annual taxable wages.</p> <p>Here are a few of the most commonly seen employer-paid benefits types:</p> <ul style="list-style-type: none"> • ASRS_PLAN — Arizona State Retirement System plan. • BLIFE — basic life insurance. • DP01 — Delta — dental. • EP03 — United Health Care — medical. • LTD3 — Hartford long-term disability. • RASL — retiree accumulated sick leave. • WORK_COMP — workers' compensation. 	<p>Leave balances</p> <p>Compensatory, sick and vacation time year-to-date amounts are reflected.</p>
<p>Net pay distribution</p> <p>The paycheck or advice number is displayed with the following information:</p> <ul style="list-style-type: none"> • Amount deposited — the amount deducted from net pay. • Account number — identifies where the funds are deposited. • Account type — identified as checking, savings or both if it's elected to be deposited in multiple account types. • Bank ID — identifies the bank routing number where the funds are sent. 	