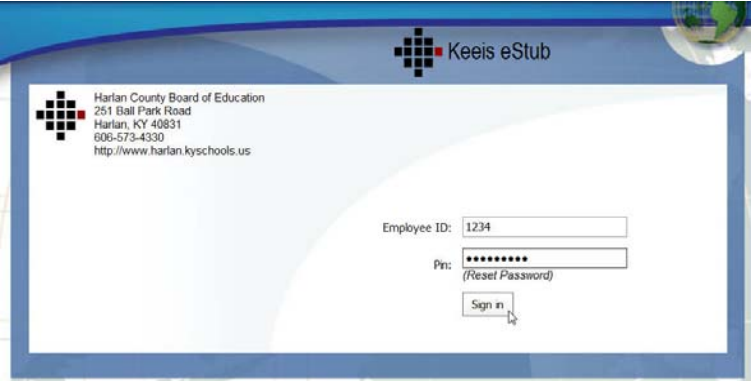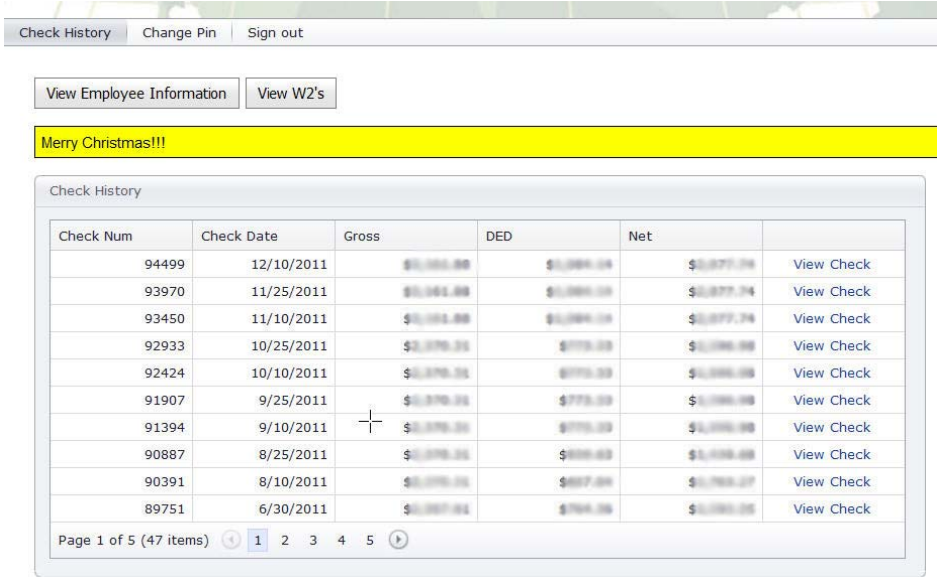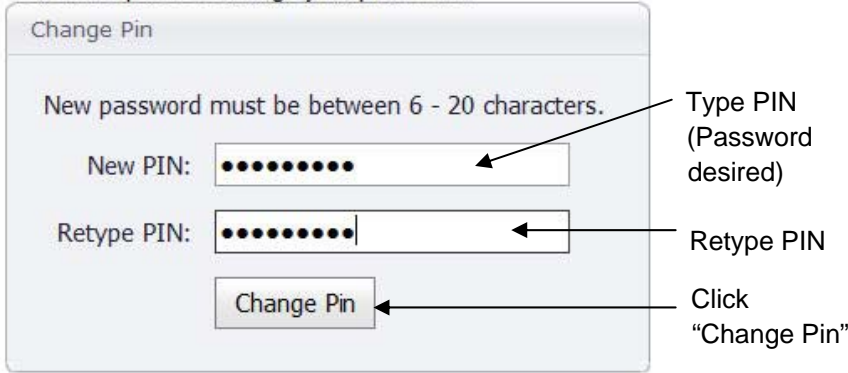# E-STUB

You will sign in the first time with your employee ID number and Social Security Number (SSN)

You will be prompted then to create a new PIN (Password)

This can be Alpha/Alpha Numeric/Numeric (letters, letters and numbers, or numbers) and **must be between 6 and 20 characters long**.

Type PIN (Password desired)

Retype PIN

Click "Change Pin"

THIS NEW PIN WILL BE REQUIRED EACH TIME YOU LOG INTO THE E-STUB. _PLEASE DO NOT FORGET YOUR PIN._

Check detail information is given showing "Check Number" "Check Date" "Goss" "DED" "Net"

You can view individual checks by clicking "View Check"*

That gives you details of the check including sick days taken and detailed deductions from paycheck.

You may also click "View W2's"* button to get W2 information

* Requires Adobe Reader