

Online Pay Statement

Your NetID and password is required

If you do not know your NetID and password, please visit the OIT help Desk in Room 115 DeBartolo Hall or contact them at 631-8111. (When visiting the OIT Help Desk, a photo ID will be required to access your NetID information.)

1. Log on to – inside.nd.edu and type in **Pay** in the search field.
2. Click on the **Pay Statement** task to access your pay statement. Note: You may be required to CAS authenticate in order to access certain tasks.

The screenshot shows the University of Notre Dame's InsideND search interface. At the top, the search bar contains the word "pay", which is circled in red. Below the search bar, there are two search results cards. The first card is titled "The Work of Our Hands" Walking Tour" and the second is "Notre Dame Forum 2018-19 Exhibition". Below these cards, there is a section titled "Search Results: Tasks" with a "Back" button. In this section, three task cards are displayed: "Pay Statement" (with a red circle around its icon and a rating of 32 stars), "Financial Toolkit" (with a rating of 11 stars), and "Office of the Controller Website" (with a rating of 2 stars).

Online Pay Statement Example – Hourly

Univ. of Notre Dame Du Lac
724 Grace Hall
Notre Dame, Indiana 46556
574-631-7575

Banner ID: 902113146 **Pay Date:** Mar 22, 2019
Employee: Jane Sample **Pay Number:** Bi-Weekly 6
Address: 100 Juniper Road **Pay Period:** Mar 02, 2019-Mar 15, 2019
Notre Dame, Indiana 46556

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Payment Summary

Type	Current Period	YTD Amount
Gross Amount:	\$2,239.19	\$2,239.19
Total Personal Deductions:	\$700.60	\$700.60
Net Amount:	\$1,538.59	\$1,538.59

Earnings

Job	Earnings	Shift	Hours or Units	Rate	Amount	YTD Amount
S98428-00	Incidental - Hourly	1	8.00	\$21.634615	\$173.08	\$173.08
	Overtime Pay - FLSA generated	1	5.00	\$21.636000	\$54.09	\$54.09
	Regular Pay - Hourly	1	85.00	\$21.634615	\$1,838.94	\$1,838.94
	Vacation - Hourly	1	8.00	\$21.634615	\$173.08	\$173.08
Total:					\$2,239.19	\$2,239.19

Benefits, Deductions and Taxes

Benefits and Deductions	Employee	Employee YTD	Employer	Employer YTD	Applicable Gross	Applicable Gross YTD
Deductions before Federal Tax						
403(B) Fidelity Mandatory	\$111.96	\$111.96	\$223.92	\$223.92	\$2,239.19	\$2,239.19
Dental-Delta Premier	\$8.37	\$8.37	\$5.58	\$5.58		
Medical-Anthem PPO	\$40.00	\$40.00	\$305.00	\$305.00		
Vision-EyeMed	\$4.95	\$4.95	\$0.00	\$0.00		
Taxes						
Federal Tax	\$264.82	\$264.82	\$0.00	\$0.00	\$2,073.91	\$2,073.91
Indiana State Income Tax	\$66.99	\$66.99	\$0.00	\$0.00	\$2,073.91	\$2,073.91
Social security - Additional Medicare	\$0.00	\$0.00	\$0.00	\$0.00	\$2,185.87	\$2,185.87
Social Security-FICA	\$135.52	\$135.52	\$135.52	\$135.52	\$2,185.87	\$2,185.87
Social Security-Medicare	\$31.70	\$31.70	\$31.70	\$31.70	\$2,185.87	\$2,185.87
St. Joseph County Income Tax	\$36.29	\$36.29	\$0.00	\$0.00	\$2,073.91	\$2,073.91
Total:	\$700.60	\$700.60	\$701.72	\$701.72		

Check or Direct Deposit

Number	Document Type	Bank Name	Account Type	Amount
21111112	Direct Deposit	Chase/NY	Checking	\$1,538.59

Filing Status

Federal Tax

Filing Status	Number of Allowances	NRA	Additional Withholding
Single	0		\$0.00

Indiana State Income Tax

# Exemp.	Additional Withholding
0	\$0.00

Printer Friendly

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Online Pay Statement Example – Salaried

Univ. of Notre Dame Du Lac
724 Grace Hall
Notre Dame, Indiana 46556
574-631-7575

Banner ID: 902113145 **Pay Date:** Mar 29, 2019
Employee: John Sample **Pay Number:** Semi-monthly 6
Address: 100 Juniper Road **Pay Period:** Mar 16, 2019-Mar 31, 2019
Notre Dame, Indiana 46556

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Payment Summary

Type	Current Period	YTD Amount
Gross Amount:	\$1,875.00	\$1,875.00
Total Personal Deductions:	\$552.74	\$552.74
Net Amount:	\$1,322.26	\$1,322.26

Earnings

Job	Earnings	Shift	Hours or Units	Rate	Amount	YTD Amount
SS6586-00	Regular Pay - Exempt Salaried	1			\$1,875.00	\$1,875.00
Total:					\$1,875.00	\$1,875.00
Non Cash Earnings						
	Vacation - Salaried	1	8.00		\$173.07	\$173.07

Benefits, Deductions and Taxes

Benefits and Deductions	Employee	Employee YTD	Employer	Employer YTD	Applicable Gross	Applicable Gross YTD
Deductions before Federal Tax						
403(B) Fidelity Mandatory	\$93.75	\$93.75	\$187.50	\$187.50	\$1,875.00	\$1,875.00
Dental-Delta Premier	\$8.37	\$8.37	\$5.58	\$5.58		
Medical-Anthem PPO	\$40.00	\$40.00	\$305.00	\$305.00		
Vision-EyeMed	\$4.95	\$4.95	\$0.00	\$0.00		
Taxes						
Federal Tax	\$180.27	\$180.27	\$0.00	\$0.00	\$1,727.93	\$1,727.93
Indiana State Income Tax	\$55.81	\$55.81	\$0.00	\$0.00	\$1,727.93	\$1,727.93
Social security - Additional Medicare	\$0.00	\$0.00	\$0.00	\$0.00	\$1,821.68	\$1,821.68
Social Security-FICA	\$112.94	\$112.94	\$112.94	\$112.94	\$1,821.68	\$1,821.68
Taxes						
Federal Tax	\$180.27	\$180.27	\$0.00	\$0.00	\$1,727.93	\$1,727.93
Indiana State Income Tax	\$55.81	\$55.81	\$0.00	\$0.00	\$1,727.93	\$1,727.93
Social security - Additional Medicare	\$0.00	\$0.00	\$0.00	\$0.00	\$1,821.68	\$1,821.68
Social Security-FICA	\$112.94	\$112.94	\$112.94	\$112.94	\$1,821.68	\$1,821.68
Social Security-Medicare	\$26.41	\$26.41	\$26.41	\$26.41	\$1,821.68	\$1,821.68
St. Joseph County Income Tax	\$30.24	\$30.24	\$0.00	\$0.00	\$1,727.93	\$1,727.93
Total:	\$552.74	\$552.74	\$637.43	\$637.43		

Check or Direct Deposit

Number	Document Type	Bank Name	Account Type	Amount
21111111	Direct Deposit	Chase/NY	Checking	\$1,322.26

Filing Status

Federal Tax

Filing Status	Number of Allowances	NRA	Additional Withholding
Single	0		\$0.00

Indiana State Income Tax

# Exemp:	Additional Withholding
0	\$0.00

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Payroll questions: email payroll@nd.edu or call 631-7575