

Seeing a full view of your pay voucher: Once you are logged in to the SISFIN portal, follow these directions.

my HRPortal

- [Change UserID, Password](#)
- [View Personal and W4 Info](#)
- [View Leave Balance](#)
- [View Pay History and W-2's](#)
- [View Benefit History](#)
- [Submit Leave Request](#)
- [View Leave Request Status](#)
- [Submit Personal Info Changes](#)
- [View Personal Info Changes](#)
- [View Deduction History](#)

Paystubs are password protected using the last 4 digits of your SSN.

View W-2		Pay History								Year	Page 1 of 1		
Gross Pay	Fed Tax	State Tax	City Tax	OSDI	Medicare	PSRS	PEERS	Other	Total Ded	Net Pay	Check Date	Check #	
											9/25/2016	410989	Print Stub
											8/25/2016	10928	Print Stub
											7/25/2016	1607216	Print Stub

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Enter the last four digits of your social security number

This document is password protected. Please enter a password.

SUBMIT

Once the next page opens, a nice breakdown shows what each payroll includes for you. Each job you have will be broken down individually by salary, whether monthly, hourly or a one-time payment. The second box on the left are employer contributions: (board paid health and life insurance, Medicare, OASDI (social security) and PSRS (Public School Retirement System of Missouri) and PEERS (Public Education Employee Retirement System of Missouri). The right box includes payroll deductions such as: federal and state taxes, OASDI, Medicare and PSRS or PEERS. These also include optional deductions like dental, vision, supplemental life insurance etc.

The third box down shows leave, vacation (12 mth employees), personal, sick and professional development days. The start year are days that have accumulated, YTD earned are days earned for the current year, YTD used (days used this year), Balance: what is remaining.

The last area is what is claimed on both Federal and State W-4, M=Married, S=Single followed by the number of deductions.

Social Security No.	Job Duty	Hrs	OT	Dock	Current	Calendar
xxx-xx-xx	Director of Human					
Period Start	Sal: \$					
8/16/2016	District Advisory Council					
Period End						
9/15/2016	Cal. YTD for Other Jobs					
Check Date						
9/25/2016						
Check Number						
410989						
Net Pay						
Total Pay						
Net Pay						

Employer Contributions	Current	Calendar	Deductions	Current	Calendar
BHMO			Fed Tax		
LIFE			State Tax		
MEDICARE			OASDI		
MEDICARE			Medicare		
OASDI			PEERS		
PEERS			Annuity History		
			CARE TO WEAR		
			CTW		
			EYEMED VISION		
			FLEXMED		
			HMO w/family		
			LIB NAT AT		

Leave balances shown are current as of today and may not reflect the balances at the time of this check.

Leave	Start Yr	YTD Earned	YTD Used	Balance
Vacation	18.2500	10.0000	0.0000	28.2500
Personal	0.0000	2.0000	0.0000	2.0000
Sick	120.0000	15.0000	0.0000	135.0000
Professional Development	0.0000	0.0000	0.0000	0.0000

Federal W4: M-0
State W4: M-0