



# Salary Statement

Perform this procedure when you want to view your current or previous salary statement(s).

The screenshot shows the ESS Overview page with a navigation bar at the top containing links for Home, Employee Self-Service, AIMS, Financial Systems, Purchasing Services, Human Resources, System Info, and Business Explorer. Below the navigation bar is a sub-menu with Overview, Employee Search, Personal Information, Payment, Working Time, and Travel and Expenses. The main content area has a title 'Overview' and a brief description. Below this are four main sections: Employee Search, Personal Information, Payment, and Travel and Expenses. Each section has an icon and a short description. A yellow callout bubble points to the 'Payment' link in the sub-menu and the 'Payment' section, containing the text: 'Click "Payment" (either link) to get started!'.

On the ESS Overview screen, click one of the **Payment** links. This will bring up the Payment screen.

The screenshot shows the ESS Payment page. The navigation bar is the same as in the previous screenshot, but the sub-menu now has 'Payment' selected. The main content area has a title 'Payment' and a sub-section 'Salary Statement' with a link to 'Salary Statement'. A yellow callout bubble points to this link, containing the text: 'Click the "Salary Statement" link to view your current and previous salary statement(s)'. To the right of the 'Salary Statement' section are three other sections: 'Pay Statement' with links to 'Purdue Payroll Department' and 'Purdue Tax Department', 'W-4/WH-4 Tax Withholding' with a link to 'W-4/WH-4 Form', and 'Updates' with instructions to email 'xxxx@purdue.edu'.

Click the Salary Statement link to view your current or previous salary statement(s).



# Employee Self-Service: Exempt (monthly) Salary Statement

Use these buttons to view **Previous** and **Next Salary Statements**.

This button **will not** print your Salary Statement; use the print icon below to print it.

Use this button to **Print** your Statement.

Click the **Exit** button at the top of the page to close the statement.

This section includes overview information about your salary. Your **Person ID** is listed above your name and address. Your **tax withholding information** is next. Finally, there is an overview of your **Earnings, Taxes, Deductions, and Net Pay**.

Your **Earnings** section will include details of your salary, including vacation and sick time used during that pay period, overload payments, and administrative adjustments.

**Absence quotas and Bank Information** are on the final page of your statement. The bank information section shows where your salary was deposited and the amount of that deposit.

**Absence Quotas** will be displayed for those faculty and staff that are eligible for vacation accruals.

Your salary statement will appear on multiple pages. To navigate between pages, click the right and left arrows or scroll up and down using your mouse.

Employee Self-Service | AIMS | Financial Systems | Purchasing Services | Human Resources | System Info | Business Explorer

Employee Search | Personal Information | Payment | Working Time | Travel and Expenses

Show Overview

Previous Salary Statement | Next Salary Statement | Send Print Request | Exit

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**PURDUE UNIVERSITY**

Pay Period: April 2007  
 Pay Date: 04/30/2007  
 From / To: 04/01/2007 04/30/2007

EMPLOYEE INFORMATION	Filing Status	Exemptions	Add Withhold	PAYMENT SUMMARY	CURRENT	YTD
3898	FED Married	02	0.00	Earnings	2,916.67	2,916.67
Portal Patricia P.	IN Married	02	0.00	Taxes	490.55	490.55
111 Main Street	INLY	02	0.00	Pre Tax Ded	167.69	167.69
Lafayette IN 47905				Post Tax Ded	7.64	7.64
* Indicates Retro Adjustment				NET PAY - Direct Deposit	2,250.79	2,250.79

COMPENSATION AND EMPLOYER CONTRIBUTIONS				TAXES AND DEDUCTIONS			
EARNINGS	RATE	HOURS	CURRENT	YTD	TAXES	CURRENT	YTD
Salary			2,916.67	2,916.67	Withholding Tax FED	163.75	163.75
**** Total Earnings			2,916.67	2,916.67	Withholding Tax IN	87.88	87.88
PURDUE-PAID BENEFITS					Withholding Tax INLY	28.43	28.43
Social Security ER			170.59	170.59	Social Security EE	170.59	170.59
Medicare Tax ER			39.90	39.90	Medicare Tax EE	39.90	39.90
Incentive PFO ER			873.92	873.92	**** Total Tax	490.55	490.55
TX ER Unemployment Tax			17.79	17.79	PRE-TAX DEDUCTIONS		
TX ER Worker Comp			5.83	5.83	Incentive PFO	53.25	53.25
**** Total Benefits			1,108.03	1,108.03	Per Acc Insur	3.33	3.33
TAXABLE BENEFITS					FSA Medical	111.11	111.11
Term Life Imputed Income			2.44	2.44	**** Total Pre Tax Ded	167.69	167.69
**** Total Taxable Benefits			2.44	2.44	POST-TAX DEDUCTIONS		
Absence Quotas				Allowed	Taken	Compensated	Remaining
Vacation	16.00	0.00	0.00	16.00	Bank Info		
				Routing No			
				Account No			
				Deposit			
				Checking	274976067	*****9908	2,371.55

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