



**MISSISSIPPI STATE  
UNIVERSITY™**

# MSU Pay Stub

Find *Your* Information Online!

## **Step 1: Go to the MSU Website and Select the myState Link**

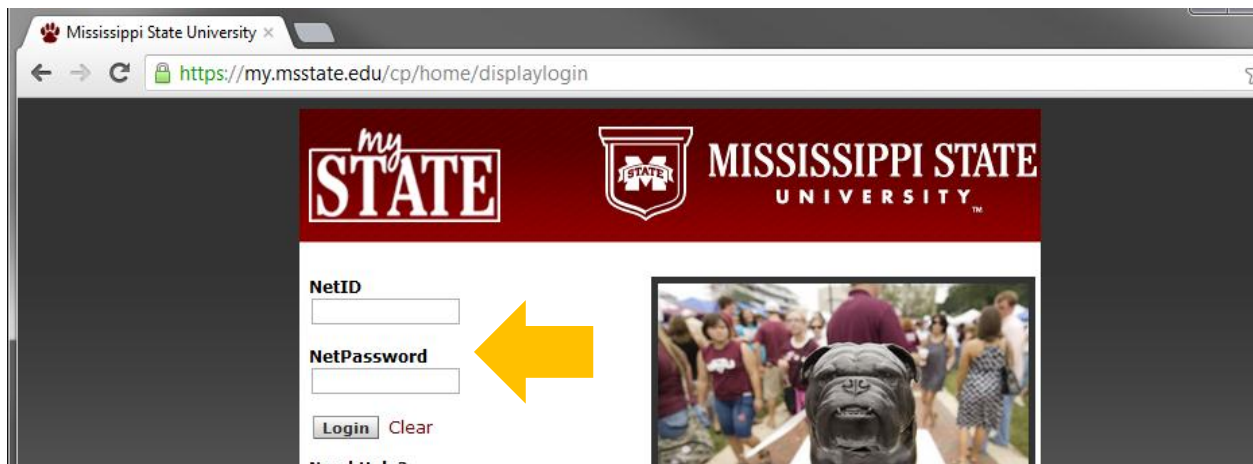
It's simple and easy to find your MSU pay stub information online using the myState portal at <https://my.msstate.edu/>. Following this step-by-step guide gives you access to important financial information whenever and wherever you have a secure connection to the Internet.

1. Using your web browser, go to the MSU website at <http://www.msstate.edu/> and click on the myState Link.



## **Step2: Log in to the MyBanner System**

2. After selecting myState link, your browser will take you to the MSU myState page where you will log in to the myBanner System. In the Secure Access Login area, enter your NetID and Net Password and click on the Login button.



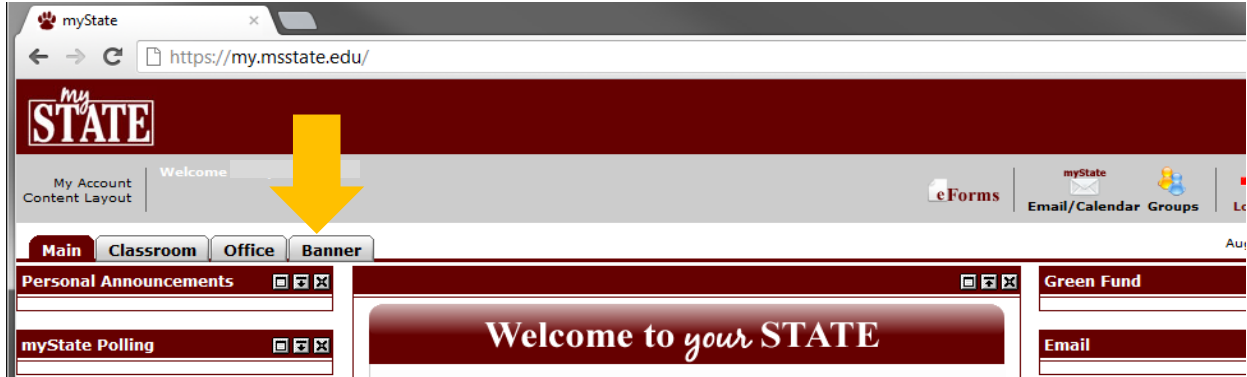


# MSU Pay Stub

Find *Your* Information Online!

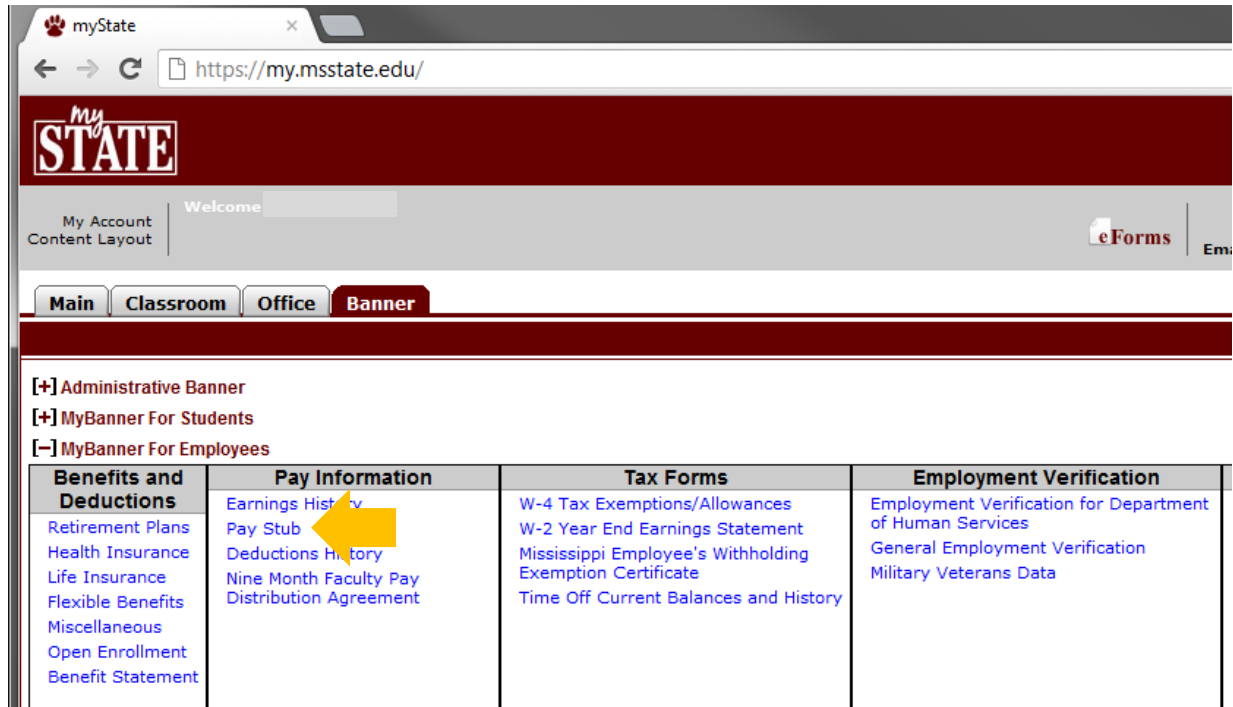
### Step 3: Click on the Banner Tab

3. After successfully logging in to your MSU account, you will see this page. Click on the Banner tab for access to your complete MyBanner information, including pay stub details.



### Step 4: Pay Stub Link

4. This page provides a complete lineup of MyBanner information for you, including the link to your pay stub information. Click on the Pay Stub link in the second column of the page underneath Pay Information.





# MSU Pay Stub

Find *Your* Information Online!

## Step 5: Display Your Pay Stub

5. The current pay stub year is displayed. If you are looking for an older pay stub, use the pulldown menu and select a new year. Click the display button when you are ready to see your pay stub details.

The screenshot shows a web browser window with the URL <https://my.msstate.edu/>. The page features a navigation bar with tabs for 'Personal Information', 'Students', and 'Employees'. Below the navigation bar is a search field with a 'Go' button and a 'RETURN TO' link. A message icon indicates a notification: 'Select a year for which you wish to view your pay stubs and then click View Pay Stub Summary.' The 'Pay Stub Year' dropdown menu is set to '2012', with a yellow arrow pointing to it. Below the dropdown is a 'Display' button, with another yellow arrow pointing to it.



# MSU Pay Stub

Find *Your* Information Online!

## Step 6: Your Pay Stubs

- 6. This page contains your pay stub information, listed by pay period, for the year. Click on a specific pay date and you will go to another screen that lists complete pay, benefits, deductions, and other information.

myState  
https://my.msstate.edu/

Back to Banner Tab    myState    Email/Calendar Groups

Personal Information   **Students**   **Employees**

Search      [RETURN TO MENU](#)    [S](#)

Click on the underlined Pay Stub Date to view the Pay Stub.

**Pay Stubs for 2012**

<u>Pay Stub Date</u>	Pay Period Begin Date	Pay Period End Date	Gross Pay	Net Pay Message
<a href="#">Aug 31, 2012</a>	Aug 16, 2012	Aug 31, 2012		
<a href="#">Aug 15, 2012</a>	Aug 01, 2012	Aug 15, 2012		
<a href="#">Jul 31, 2012</a>	Jul 16, 2012	Jul 31, 2012		
<a href="#">Jul 17, 2012</a>	Jul 01, 2012	Jul 15, 2012		
<a href="#">Jul 13, 2012</a>	Jul 01, 2012	Jul 15, 2012		
<a href="#">Jun 29, 2012</a>	Jun 16, 2012	Jun 30, 2012		
<a href="#">Jun 15, 2012</a>	Jun 01, 2012	Jun 15, 2012		
<a href="#">May 31, 2012</a>	May 16, 2012	May 31, 2012		
<a href="#">May 15, 2012</a>	May 01, 2012	May 15, 2012		
<a href="#">Apr 30, 2012</a>	Apr 16, 2012	Apr 30, 2012		
<a href="#">Apr 13, 2012</a>	Apr 01, 2012	Apr 15, 2012		
<a href="#">Mar 30, 2012</a>	Mar 16, 2012	Mar 31, 2012		
<a href="#">Mar 15, 2012</a>	Mar 01, 2012	Mar 15, 2012		
<a href="#">Feb 29, 2012</a>	Feb 16, 2012	Feb 29, 2012		
<a href="#">Feb 15, 2012</a>	Feb 01, 2012	Feb 15, 2012		
<a href="#">Jan 31, 2012</a>	Jan 16, 2012	Jan 31, 2012		
<a href="#">Jan 13, 2012</a>	Jan 01, 2012	Jan 15, 2012		

[Change Year](#)



# MSU Pay Stub

Find *Your* Information Online!

## Step 7: Your Pay Stub Details

- The name, Social Security number, and pay and benefit details have been erased from this sample page, but your complete pay stub details will appear on an online document just like this one.

myState  
<https://my.msstate.edu/>  
 myState  
 Email/Calendar Groups  
 Personal Information Students **Employees**  
 Search  (Go) RETURN TO MENU SITE MAP HELP

Employee SSN:  
 Employee Name:  
 Employer: Mississippi State University

**Pay Stub Summary**  
 Pay Stub Date:  
 Overtime Dates: Aug 31, 2012  
 Jul 29, 2012 - Aug 18, 2012  
 Gross Amount:  
 Total Personal Deductions:  
 Net Amount:  
 Total Employer Contributions:  
 YTD Gross:  
 YTD Taxable Life Insurance:  
 YTD Taxable Earnings:

Check or Direct Deposit Number	Document Type	Bank Name	Account Type	Amount
100	Direct Deposit		Checking	

Earnings Type	Hours	Rate	Amount
Regular Pay			

Benefits or Deductions Type	Personal Deduction	YTD Deduction	Employer Contribution
Administrative Flex Fee			
*Parking Decal			
Before-Tax State Group Health			
Before-Tax Non-reimbursed Medical Expenses			
Before-Tax State Group Life - Employee Share			
Federal Withholding Tax			
MS State Income Tax			
*TSA - MS Deferred Compensation			
*State Retirement			
State Group Life - Employer Share			
Social Security - Old Age			
Social Security - Medicare			
State Unemployment			
Worker's Compensation			

[Pay Stubs](#)