On-line Pay Information

Pay information is now accessible on-line by going to the web portal located at <u>http://ultipro.monmouth.edu</u> and following the steps listed below.

You will need to first verify your account by entering your date of birth, employee number and city:

New User Activation

| Welcome to the Monmouth University activ | ation page. |
|--|---------------------|
| Date of Birth: | Example: 1/13/1961 |
| Enter Your Employee Number: | Example: 000001234 |
| Enter your Home City | Example: Long Brand |
| ОК | |

Then you can enter your MU domain user name and password (Monmouth0 or Hawkdom), the one you use to access your PC.

| Connecting to | wlb-federate-01.monmouth.edu. | |
|---------------|--|--|
| | User name Password Domain: MONMOUTH0 Remember my credentials | |
| | OK Cancel | |

You will get a confirmation email, click to complete your activation.



To see your pay stub information (past or present) – choose "**Myself**" on the left side, and then "**Pay**".

If you have any questions, please call the appropriate department listed below:

<u>Topic</u>

Call

Logging In Paychecks, Direct Deposit or Taxes Personal, Job or Benefits Helpdesk 923-4357 Payroll 571-3469 HR 571-3470