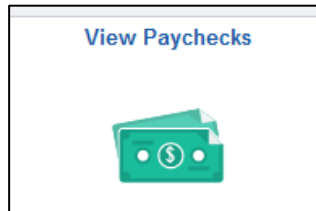


Viewing Your Paycheck in PeopleSoft Employee Self-Service (ESS)

Version 4.1 | Updated April 17, 2026

Quickly Locate Your Paycheck

1. Log in to Employee Self-Service. <https://myapps.sdcoe.net> (LEA users) or <https://myapps.microsoft.com/> (SDCOE users).
2. Click on Payroll and Compensation, then View Paycheck.



3. Click on any item in the table to see PDF of Paycheck.

Payroll and Compensation					Pay	
Paychecks						
Check Date	Company	Pay Begin Date / Pay End Date	Net Pay	Paycheck Number		
03/30/2022	Supt of Schools San Diego Co	03/01/2022 03/31/2022	XXXX.XX	3295692	>	
02/28/2022	Supt of Schools San Diego Co	02/01/2022 02/28/2022	XXXX.XX	3250586	>	
01/31/2022	Supt of Schools San Diego Co	01/01/2022 01/31/2022	XXXX.XX	3206098	>	

Note: If Paycheck does not open, check that your pop-up blocker is turned off.

Supt of Schools San Diego Co 6401 Linda Vista Road San Diego, CA 92111-7319		Pay Group: 99M-SDCOE Paygroup Pay Begin Date: 06/01/2019 Pay End Date: 06/30/2019	Business Unit: 09900 Advice #: 000000001860250 Advice Date: 06/28/2019
		Employee ID: 300-Integrated Technology Services Department: SDCOE County Office - LV Location:	TAX DATA: Federal CA State Marital Status: Allowances: Addl. Percent: Addl. Amount:
HOURS AND EARNINGS			
Description	Rate	Current Units Earnings	YTD Units Earnings
Regular			3
Retro Regular			3
TOTAL:		0.00	0.00 7
TAXES			
Description	Current	YTD	
Fed Withholding		12	
Fed MED EE		13	
Fed OASDI EE		32	
CA Withholding		92	
TOTAL:			
BEFORE-TAX DEDUCTIONS			
Description	Current	YTD	
Medical Deductions Pre-Tax			
403B			
PERS Deduction			
Amer Fidelity - Accident - BT			
Amer Fidelity - Cancer - BT			
AFTER-TAX DEDUCTIONS			
Description	Current	YTD	
COMET			
Amer Fidelity - Disability -AT			
EMPLOYER PAID BENEFITS			
Description	Current	YTD	
Medical Deductions Pre-Tax			
Dental Deduction After Tax			
Vision Deduction After Tax			
Life Insurance Deduction			
Life Insurance Deduction*			

4. Continue to next page to view additional Paychecks or Close paycheck window and sign out.

- To see **Paychecks for a specific date range**, use the **filter icon** on the upper left corner of the screen. **Select date range** and **click Done**.



Payroll and Compensation Pay

Paychecks

Filter

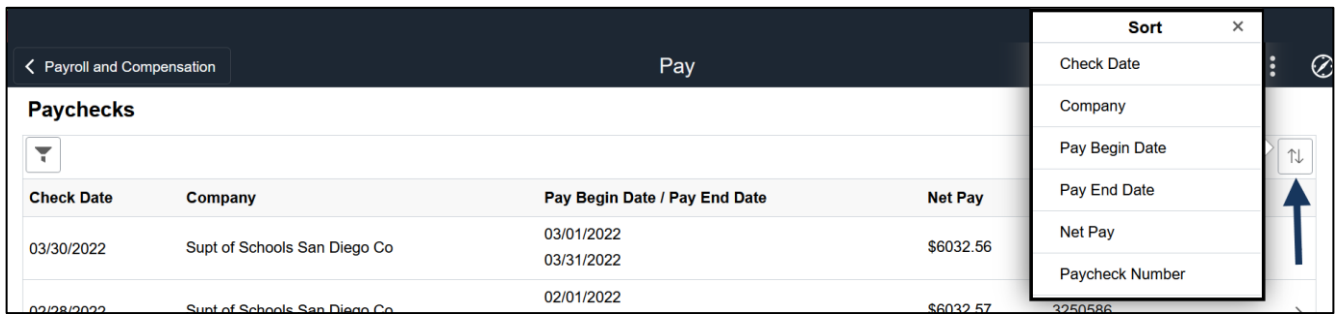
From 12/30/2021

To 03/30/2022

Cancel Done

Check Date	Company
03/30/2022	Supt of Schools San
02/28/2022	Supt of Schools San

- Click on the up and down arrows on the right side of screen to sort Paychecks.



Payroll and Compensation Pay

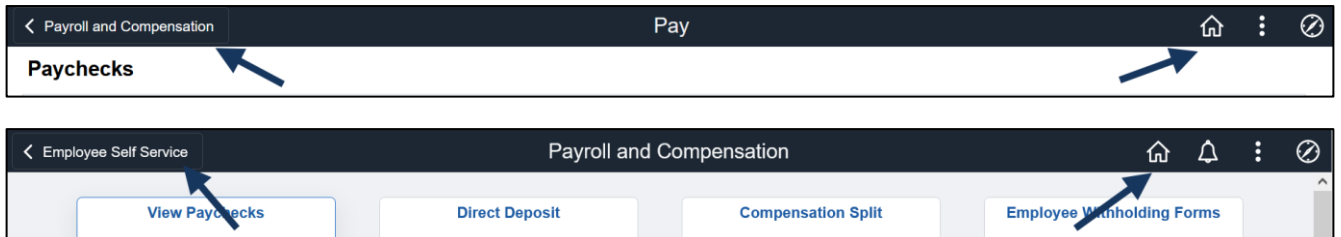
Paychecks

Sort

- Check Date
- Company
- Pay Begin Date
- Pay End Date
- Net Pay
- Paycheck Number

Check Date	Company	Pay Begin Date / Pay End Date	Net Pay
03/30/2022	Supt of Schools San Diego Co	03/01/2022 03/31/2022	\$6032.56
02/28/2022	Supt of Schools San Diego Co	02/01/2022	\$6032.57

- Refer to **How to Read Your PeopleSoft Paycheck** (p.3) for additional details.
- To return to homepage, click on Payroll Compensation > Employee Self-Service in upper left or Home icon in the upper right.



Payroll and Compensation Pay

Paychecks

Home

Employee Self-Service Payroll and Compensation

View Paychecks Direct Deposit Compensation Split Employee Withholding Forms

How to Read Your PeopleSoft Paycheck

Version 1.0 | January 27, 2015 (from other Job Aid)

Sample Paycheck

Here is a sample PeopleSoft paycheck stub. Descriptions of each area begin on the next page.

Public School District 1234 Main Street San Diego CA 92103		Pay Group: 17M-Jamul-Dulzura Union Pay Group Pay Begin Date: 11/01/2014 Pay End Date: 11/30/2014	Business Unit: 01700 Advice #: 000000000002315 Advice Date: 11/26/2014																																																																																	
John Doe 123 State Street San Diego CA 92103		Employee ID: 123456 Department: 999-District Wide Location: Public School District	TAX DATA: Federal CA State Marital Status: Married H-of-H Allowances: 6 3 Addl. Percent: Addl. Amount:																																																																																	
<table border="1"> <thead> <tr> <th colspan="7">HOURS AND EARNINGS</th> <th colspan="3">TAXES</th> </tr> <tr> <th rowspan="2">Description</th> <th colspan="2">Prior Period</th> <th rowspan="2">Rate</th> <th rowspan="2">Current Hours</th> <th rowspan="2">Earnings</th> <th rowspan="2">Hours</th> <th rowspan="2">Earnings</th> <th rowspan="2">Description</th> <th rowspan="2">Current</th> <th rowspan="2">YTD</th> </tr> <tr> <th>Begin Date</th> <th>End Date</th> </tr> </thead> <tbody> <tr> <td>Regular</td> <td></td> <td></td> <td></td> <td></td> <td>5,260.83</td> <td></td> <td>55,653.09</td> <td>Fed Withholding</td> <td>144.05</td> <td>1,944.31</td> </tr> <tr> <td>Equ Allow</td> <td></td> <td></td> <td></td> <td></td> <td>50.00</td> <td></td> <td>300.00</td> <td>Fed MED/EE</td> <td>70.13</td> <td>757.55</td> </tr> <tr> <td>Mileage</td> <td></td> <td></td> <td></td> <td></td> <td>150.00</td> <td></td> <td>1,650.00</td> <td>Fed OASDI/EE</td> <td>299.84</td> <td>3,239.17</td> </tr> <tr> <td>Cafe Cash</td> <td></td> <td></td> <td></td> <td></td> <td>0.00</td> <td></td> <td>640.00</td> <td>CA Withholding</td> <td>43.65</td> <td>614.52</td> </tr> <tr> <td colspan="7">TOTAL:</td> <td>0.00</td> <td>5,460.83</td> <td>0.00</td> <td>58,243.09</td> </tr> </tbody> </table>				HOURS AND EARNINGS							TAXES			Description	Prior Period		Rate	Current Hours	Earnings	Hours	Earnings	Description	Current	YTD	Begin Date	End Date	Regular					5,260.83		55,653.09	Fed Withholding	144.05	1,944.31	Equ Allow					50.00		300.00	Fed MED/EE	70.13	757.55	Mileage					150.00		1,650.00	Fed OASDI/EE	299.84	3,239.17	Cafe Cash					0.00		640.00	CA Withholding	43.65	614.52	TOTAL:							0.00	5,460.83	0.00	58,243.09			
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Area	Description	Fields
1	Payroll Information <i>Consists of payroll information.</i>	A. Employer name and business address B. Pay Group: M (Salaried Employee), P (Hourly Employee) R (Retired Employee) C. Pay Begin Date and Pay End Date: The current monthly payroll cycle D. Business Unit: The school district's identifier within San Diego County E. Advice Number: The number assigned to the employee's pay advice, similar to a check number F. Advice Date: The date the funds are available
2	Employee Information <i>Displays employee information.</i>	G. Employee Name: The name of the employee H. Employee Address: The address of the employee I. Employee ID: The employee's issued employee identification number J. Department: The employee's primary department K. Location: The employee's primary location
3	Tax Data <i>Shows what the employee has designated for federal and state taxes, which determines how much Federal and California state taxes are withheld from a paycheck.</i>	L. Marital Status: Marital status of the employee for tax withholding purposes M. Allowances: Withholding allowances selected for Federal and State N. Addl Percent and Addl Amount: Additional withholdings
4	Hours and Earnings <i>Reports the employee's regular monthly salary and/or how many hours worked in the pay period, including overtime, holiday hours, and vacation hours.</i>	O. Regular monthly base salary: Includes base pay and any extra pay for bilingual stipends, master and doctoral stipends, longevity, credential stipends, etc. See Compensation Split (p.6) for further explanations P. Additional Pays: Allowances such as auto allowance, insurance buy-out, equipment allowance or uniform allowance, etc., are individually identified and listed separately -See Compensation Split (p.6) for examples -See Earnings Code Descriptions (p. 9) for explanation of abbreviations.
5	Taxes <i>Shows how much is being withheld for taxes.</i>	Q. Fed Withholding: Federal income tax withheld R. Fed MED/EE: Employee portion of Medicare S. Fed OASDI/EE: Employee's portion of Social Security
6	Before and After Tax Deductions <i>Shows the before and after tax deductions.</i>	T. Before Tax Deductions: Items listed in this box are taken from the employee's gross wages before taxes, these deductions reduce the Federal taxable wages and therefore the employee's tax withholding U. After Tax Deductions: Items listed in this box are deducted from the employee's gross wages and have no effect on the taxable wages

Area	Description	Fields
7	Employer Paid Benefits <i>Shows employer paid benefits.</i>	V. If any amounts are included as taxable income, they will be indicated with an asterisk.
8	Paycheck Summary <i>Displays a breakdown of current and year-to-date earnings, taxes, deductions, and net pay.</i>	W. The Current row refers to gross pay less current deductions. The YTD row refers to the total gross received for the calendar year and includes the current amount. X. Total Gross: The gross pay received Y. Fed Taxable Gross: Gross pay minus any pre-pay deductions Z. Total Taxes: The total of Federal and State withholdings AA. Total Deductions: The total of the before tax and after tax deductions BB. Net Pay: The gross pay less deductions and tax withholdings paid to the employee
9	Absences Balances <i>Shows your absence balances for vacation, sick, personal necessity, and personal business.</i>	CC. Balances are displayed in hours.
10	Net Pay Distribution <i>Shows net earnings for the pay period.</i>	DD. If you have more than one account set up for direct deposit, each account and the amount of deposit will be shown

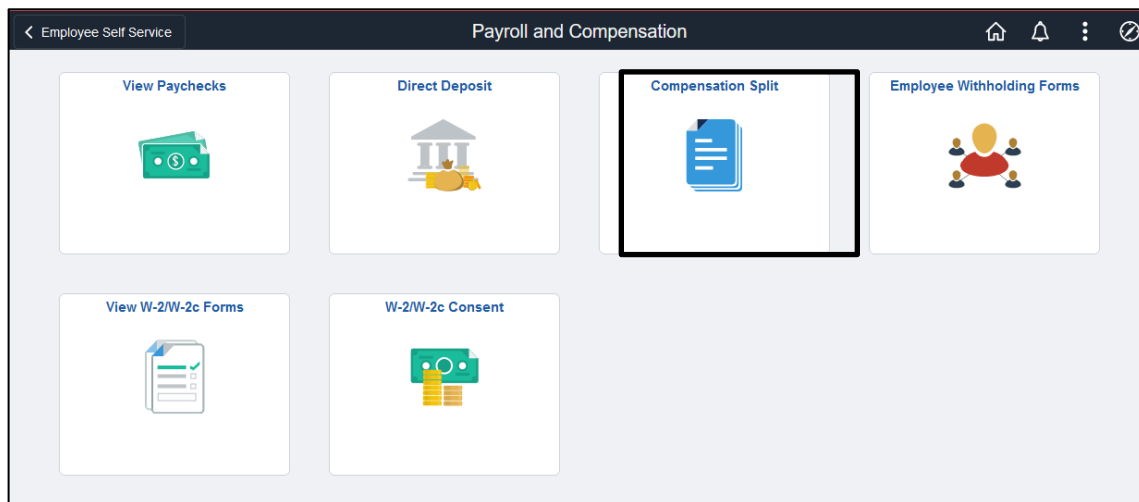
Compensation Split

After a paycheck is available, use the Compensation Split page to view your earnings in greater detail. Multiple Components of Pay (MCOPs), additional pays, stipends, payroll earnings, and items which add to the total gross are listed as line items with corresponding values.

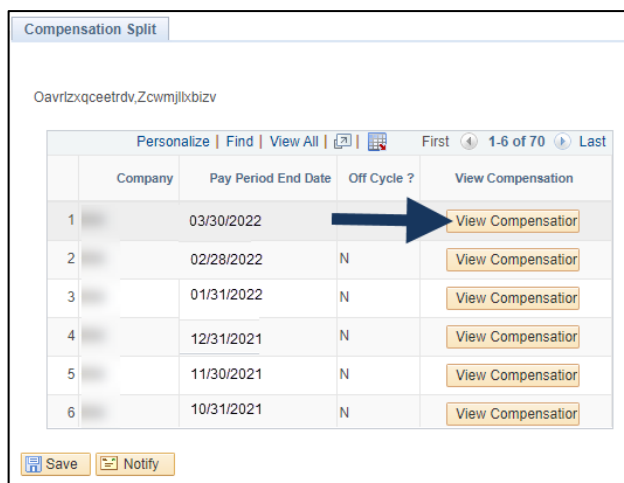
1. In Employee Self Service, click the Payroll and Compensation tile



2. Click on Compensation Split tile.



3. Click **View Compensation** for the Pay Period you want to review.



4. Click **Pay Period End Date** to sort in reverse order or click View All to see all checks.

Compensation Split

Oavrlzxqceetrdv,Zcwmjlkxbizv

Personalize | Find | View All | [Print] | [Calendar] | First 1-6 of 70 Last

	Company	Pay Period End Date	Off Cycle ?	View Compensation
1		03/30/2022	N	View Compensation
2		02/28/2022	N	View Compensation
3		01/31/2022	N	View Compensation
4		12/31/2021	N	View Compensation
5		11/30/2021	N	View Compensation
6		10/31/2021	N	View Compensation

Save Notify

5. **Multiple compensation information** screen displays your earnings in greater details.

Example 1: LONG% (Longevity)

Line 1 (LONG%) + Line 2 (Month) = Line 3 (Gross)

Personalize | Find | View All | [Print] | [Calendar] | First 1-3 of 3 Last

	Comp Rate Code	Comp Rate		
1	LONG%	216.915459	+	-
2	Month	6197.584541	+	-
3	Gross	6414.500000	+	-

Example 2: CFC (Cafe-Plan Cash)

Line 1 (CFC) + Line 2 (Month) = Line 3 (Gross)

Personalize | Find | View All | [Print] | [Calendar] | First 1-3 of 3 Last

	Comp Rate Code	Comp Rate		
1	CFC	120.000000	+	-
2	Month	7368.970000	+	-
3	Gross	7488.970000	+	-

Example 3: BILS\$ (Bilingual Stipend) & HRL (Payroll Hourly Earnings Code)

Line 1 (BILS\$) + Line 2 (HRL) + Line 3 (Month) = Line 4 (Gross)

Personalize | Find | View 3 | [Print] | [Calendar] | First 1-4 of 4 Last

	Comp Rate Code	Comp Rate		
1	BILS\$	41.669980	+	-
2	HRL	429.000000	+	-
3	Month	7043.580020	+	-
4	Gross	7514.250000	+	-

Example 4: No multiple compensation information

Line 1 (Month) = Line 2 (Gross)

Personalize Find View All  		First  1-2 of 2  Last	
Comp Rate Code	Comp Rate		
1 Month	4152.920000		
2 Gross	4152.920000		

Notes: A paycheck must be present to view data pertaining to the processed pay period.

Earnings Code Descriptions

Version 3.0 | March 4, 2021 (from other Job Aid)

This list shows the descriptions for earnings codes that may appear on employees' paychecks. NOTE: Not all organizations use all of these codes. Please contact your organization's Payroll Department for more information.

1. ATO – Auto Allowance	47. H25 - Holiday/2.5	89. PNR - PAR-Without Release
2. BIL – Bilingual Stipend	48. HNR - Dept Head Without Release	90. PPD - Performance Pay-DBS
3. BIN – Bil Stipend-No Credible STRS	49. HPP - Holiday Pay-PERS	91. PPS - Performance Pay-STRS
4. BND – Band	50. HRE - Exception Hourly	92. PPW - PERS-PEPRA Subject Wages
5. BNI - Benefit Incentive	51. HRL - Hourly	93. PSW - PERS Subject Wages
6. BNR - BTSA-Without Release	52. HSA - Housing Allowance	94. PUA - PERS Only Uniform Allowance
7. BPA - Back Pay Award	53. HWR - Dept Head With Release	95. PWR - PAR-With Release
8. BUS - School Bus Driver	54. HZP - Hazard Premium	96. RAP – Retro Applicator's Differential
9. BWR - BTSA-With Release	55. IBO - Insurance Buy Out	97. RBD – Retro Band
10. C15 – COMP TIME 1.5	56. INS - Inservice Workshop	98. RBI – Retro Bilingual Stipend
11. CBS - Certificated Bonus-DBS	57. JDA - Jury Duty Allowance	99. RBN – Retro BTSA-Without Release
12. CF2 - Café-Plan Cash 2	58. JDO - Jury Duty Offset	100. RBU – Retro School Bus Driver
13. CF3 - Discretionary Funds	59. L10 - Exception Houly Longevity 10%	101. RBW – Retro BTSA-With Release
14. CF4 - District Paid Benefit	60. L12 - Exception Hrly Longevity 12.5%	102. RCN – Retro Confidential Classified
15. CFC - Café-Plan Cash	61. L25 - Exception Hrly Longevity 2.5%	103. RCO – Retro Coaching Overtime
16. CMP - Comp Time	62. L50 - Exception Hrly Longevity 5.0%	104. RCP – Retro Water Certification Prem
17. CNC - Confidential Classified	63. L75 - Exception Hrly Longevity 7.50%	105. RCS – Retro Credential Stipend
18. COT - Coaching Overtime	64. LEE – Ldrshp Effctv Ed Prg (LEEP)	106. RDL – Retro Daily
19. CP2 – COMP TIME 2.0	65. LIC - LRT/Internet Class	107. RDN – Retro 01/01/1901
20. CPO - Comp Pay Off	66. LNG - Longevity	108. RDR – Retro Doctorial Stipend
21. CPW – Water Certification Premium	67. LTR - Lead Teacher	109. RDS – Reading Stipend
22. CST - Credential Stipend	68. LWH - Leave without Pay Hourly	110. RDT – Retro Driving Stipend
23. CV2 – FFCRA COVID Rptbl \$200 Cap	69. LWP - Leave Without Pay	111. RDW – Retro Dept Head With Release
24. CV5 – FFCRA COVID Rptbl \$511 Cap	70. MEC - Mechanical Premium	112. REG – Regular
25. DBW - STRS Defined Benefit Wages	71. MIL - Mileage Allowance	113. REI – Retro Education Incentive-PER
26. DLY - Daily	72. MPP - Military Pay PERS	114. REO – Retro Exception Hrly Out of CI
27. DPB - District Paid Benefits	73. MSS - Master Stipend	115. REX – Retro Extended Day STRS
28. DRT - Driver Training	74. MTE – Master Teacher Stipend	116. RFR – Retro Friday Rate
29. DST - Doctorial Stipend	75. MTS - Math Stipend	117. RH1 – Retro Holiday/1.0
30. DTS – Difficult to Staff - Cert	76. O25 - Overtime 2.5	118. RH2 – Retro Holiday/2.5
31. EAP - Educational Assistance Plan	77. OC5 - Exception Hrly Out of Class 5%	119. RH5 – Retro Holiday/1.5
32. EAW - Employee Award	78. ODS - OTH Degree Stipend	120. RHD – Retro Holiday/Double
33. ECP – Ed Code Payout	79. OFN - Off Schedule Without PERS	121. RHE – Retro Exception Hourly
34. EDS - Extended Day STRS	80. OLC - Overload-C.C.	122. RHN – Retro Dept Head Without Release
35. EFL – Emergency Family Leave	81. ONS - Overnight Stipend	123. RHP – Retro Holiday Pay-PERS
36. EIP - Educational Incentive-PERS	82. OOC - Out of Class	124. RHR – Retro Hourly
37. ENR – Earnings No Retirement	83. OSP - Off Schedule Pay PERS	125. RHZ – Retro Hazard Premium
38. EQA - Equipment Allowance	84. OSS - Off Schedule Pay STRS-DBS	126. RIC – Retro LRT/Internet Class
39. EXA - Expense Allowance	85. OT1 - Overtime/Straight	127. RIN – Retro Inservice Workshop
40. FRX - Friday Rate	86. OT2 - Overtime/Double	128. RLC – Retro Overload-C.C.
41. FXC - Flex Credit Earnings	87. OT5 - Overtime/One and Half	129. RLN – Retro Longevity
42. GLM - Massage License	88. PEW - PERS EPMC Subject Wages	130. RLT – Retro Lead Teacher
43. GLN - Nursing License		
44. H1 - Holiday/1.0		
45. H15 – Holiday/1.5		
46. H2 - Holiday/Double		

131. RML – Retro Massage License	154. RTB - Retiree with ER Benefits	174. SPC - Special Programs- Certificated
132. RMP – Retro Mechanical Premium	155. RTM – Retro Master Teacher Stipend	175. SPO - Sick Leave Pay Off
133. RMS – Retro Master Stipend	156. RTP – Retro Temporary Upgrade	176. SPW - STRS-PEPRA Subject Wages
134. RMT – Retro Math Stipend	157. RTS – Retro Teacher Staff Development	177. SRP - Salary Repayment
135. RNC - Retirement Incentive	158. RTT – Retro Teacher TR-#STDNT	178. SRW - STRS Red Workload Subject Wage
136. RNL – Retro Nursing License	159. RTU – Retro Teacher TR-Uniform	179. SSW - STRS Subject Wages
137. RNS – Retro Not Subject to Retirement	160. RUA – Retro Uniform AL-PERS	180. STP - Site Pay
138. RO2 – Retro Overtime 2.5	161. RUN – Retro Unit Stipend \$	181. TBN - Term'd w Benefits-Dedn Offset
139. ROD – Retro OTH Degree Stipend	162. RXC – Retro Xtra Curr Activity- Class	182. TIM – Time Administration Only
140. RON – Retro Overnight Stipend	163. RXR – Retro Xtra Curr Activity- Cert	183. TMP - Termination Pay
141. ROO – Retro Out of Class	164. SAP – St Match CSE Summer Asst Prog	184. TSD - Teacher Staff Development
142. RPN – Retro PAR-Without Release	165. SCP – School Closure Premium	185. TTS - Teacher TR-#STDNT
143. RPW - PERS Retiree Subject Wages	166. SCW - STRS Cash Balance Sub Wages	186. TTU - Teacher TR-Uniform
144. RRD – Retro Reading Stipend	167. SDL - Shift Differential Lump Sum	187. TUP – Temporary Upgrade Pay
145. RRG Retro Regular	168. SDP – Severely Disabled Premium	188. TWP - Term With Pay
146. RRP - Retro Pay	169. SKD - Sick Differential	189. UAP - Uniform AL-PERS
147. RSD – Retro Shift Differential Lump	170. SLA - Negative Sick Leave Adjustment	190. UAS - Uniform AL-STRS
148. RSP – Retro Severely Disables Prem	171. SLH - Neg Sick Adjustment - Hourly	191. UNT - Unit Stipend \$
149. RST – Retro Site Pay	172. SLP - SICKLVINC PERS	192. VPO - Vacation Pay Off
150. RSW - STRS Retiree Subject Wage	173. SLS - SICKLVINC STRS	193. VPS - Vacation Pay Off, Suppl Tax
151. RT1 – Retro Overtime/Straight		194. XAC - Xtra Curr Activity-Classified
152. RT2 – Retro Overtime/Double		195. XAR - Xtra Curr Activity-Cert
153. RT5 – Retro Overtime/One and Half		196. YRE - Y-Rated Earnings
		197. ZER - Zero Earnings for AM