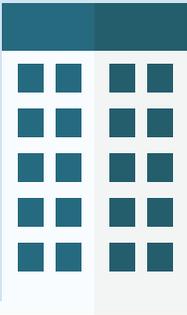


PAPER PAYCHECKS

AT UC RIVERSIDE

WHAT TO EXPECT ONCE UCPATH LAUNCHES:

Paper paychecks are no longer available for pick up at central payroll or department offices.



All paper paychecks will be delivered to an employee's home address via U.S. Postal Service.



Paychecks sent by mail will be issued on pay day and may take several days to arrive at the employee's home address.



Register for direct deposit now so you'll be ready for the January 1, 2018 payday.

HERE'S HOW:

Verify your paycheck delivery method in AYSO.



Sign up for direct deposit through AYSO or by filling out the Payroll/ Non-Payroll Deposit Authorization form and return to your department manager.



Ask questions! Keep an open channel of communication with your department manager to address these changes.



BENEFITS OF SIGNING UP FOR DIRECT DEPOSIT:

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Security:

With direct deposit, you won't have to worry about lost, stolen and misplaced checks.

Reliability:

You will not have to wait several days for your check to arrive in the mail. In some cases, your funds will be available sooner than with a check.

Convenience:

Saves time and effort. Eliminate trips to your financial institution to deposit your check.