


Viewing Your Paystub in Cal Employee Connect (CEC)

This article shows how employees can access Cal Employee Connect (CEC) in CHRS to view their earnings statements.

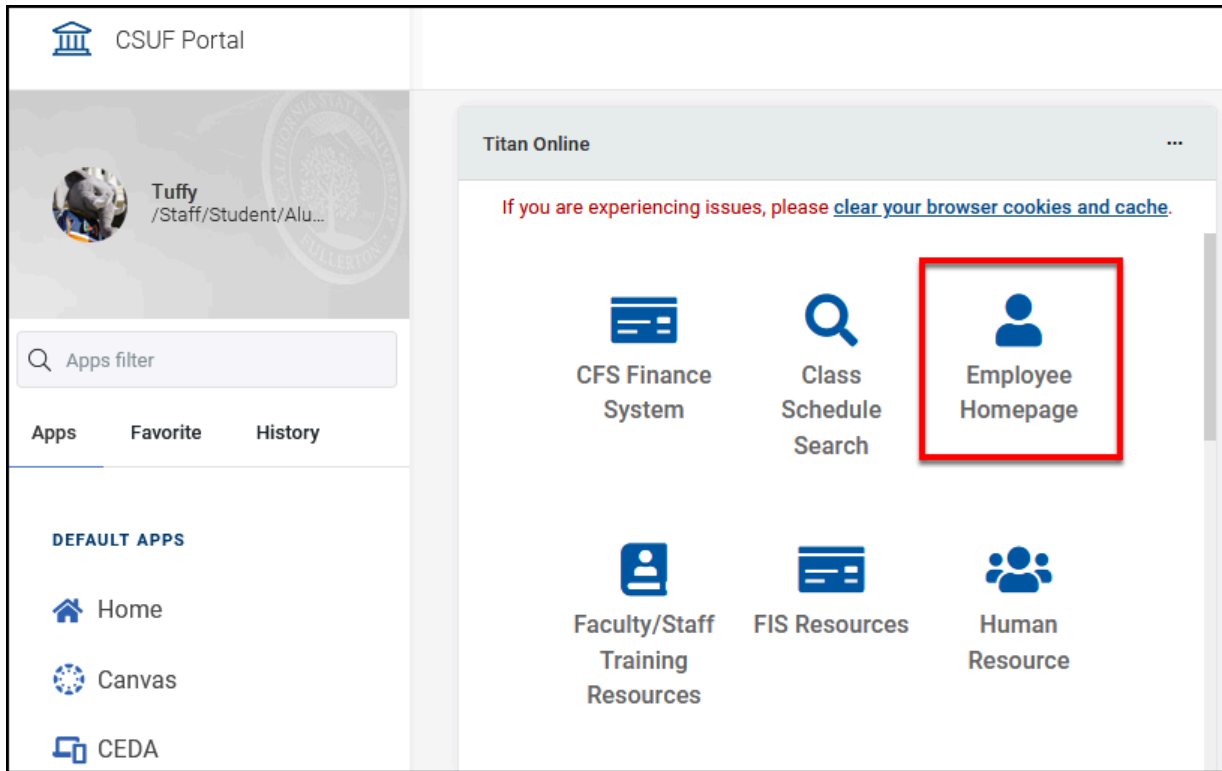
Registering for Cal Employee Connect (CEC)

 If you registered for Cal Employee Connect prior to the CHRS rollout, you do not need to register again.

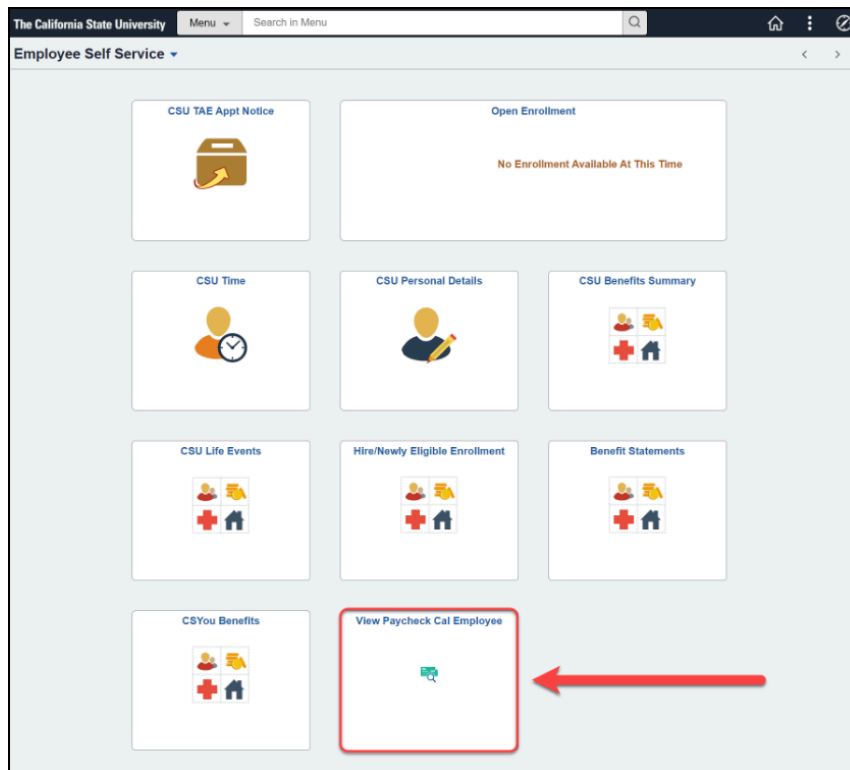
 Before you register, you will need to obtain an earnings statement (paystub) with an issue date between January 2017 and today, as you will be asked to enter information from the paystub during the registration process. An earnings statement could be a direct deposit or warrant notice.

If you do not have access to a paystub to register for Cal Employee Connect, contact payroll@fullerton.edu. Please be ready to verify your identity to obtain your paystub information. In-person assistance is also available at the Payroll office (CP-700) during regular business hours (Monday-Friday, 8:00 am-5:00 pm.)

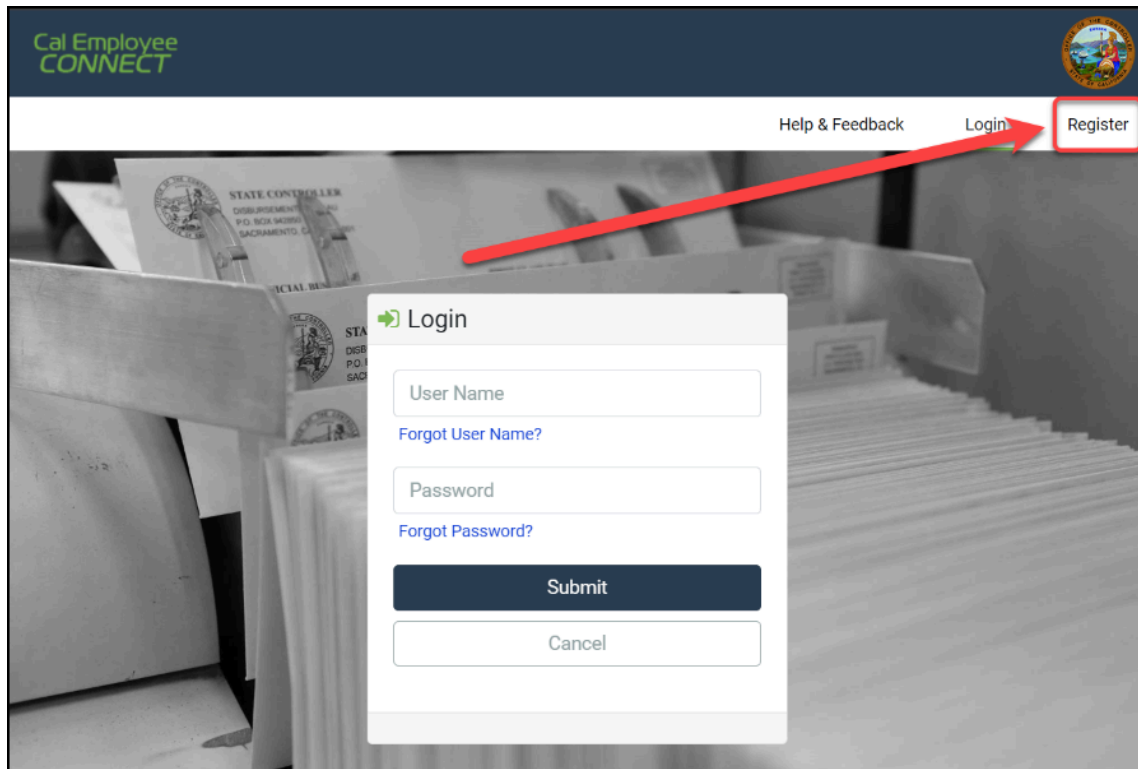
1. Log in to the campus portal and click on Employee Homepage in the Titan Online widget.



2. Click on View Paycheck Cal Employee on the Employee Self Service homepage.



3. Click Register.



4. Click Continue.

Registration

(Getting Started)

Registration is easy and only takes a few minutes.

You need to provide your Social Security Number, date of birth, and some information from an earnings statement with an issue date between January 2017 and today. An earnings statement could be a direct deposit or warrant notice. Upon successful validation, you will be asked to enter your email address and create a user name and password.

Continue

Cancel

5. Read the User Agreement. Then, click Accept.

Registration

1

2

3

4

User Agreement
Employee Validation
User Sign-Up
Email Verification

The Cal Employee Connect (CEC) portal is offered to you conditioned on your acceptance of the terms, conditions and notices contained herein. The CEC is the property of the State Controller's Office and use of this portal constitutes an agreement to abide by these terms and conditions.

The State Controller's Office (SCO) takes information confidentiality and computer security seriously. SCO's CEC portal uses industry standard security measures to provide a secure, encrypted connection between capable web browsers and our web servers. For more information concerning your privacy, see SCO's [Privacy Policy](#).

The security of confidential computerized information is a shared responsibility. SCO encourages you to be active in ensuring the security of your personal computer. Please notify us if you think your account has been compromised.

Access to this portal requires a user name and password created through a registration process available to current and former employees of the State of California. No other persons have the authority to access this portal. Unauthorized access to this portal is unlawful as described in [Section 502 of the California Penal Code](#).

Accept

Decline

6. Select CSU Fullerton as the department. Type in 242 as the Agency Code. Place a check next to I'm not a robot. Click Submit.

The screenshot shows a 'Registration' form with a progress bar at the top indicating four steps: 1. User Agreement, 2. Employee Validation, 3. User Sign-Up, and 4. Email Verification. A warning icon is present in the top right. The main text instructs the user to select a department and enter an agency code. The 'Department' field is a dropdown menu with 'CSU, Fullerton' selected, marked with a red callout 'A'. Below it is a link 'What if my department isn't listed?'. The 'Agency Code' field contains '242', marked with a red callout 'B', with a link 'Help me find this' below it. A checkbox labeled 'I'm not a robot' is marked with a red callout 'C'. To the right of the checkbox is a reCAPTCHA logo and links for 'Privacy' and 'Terms'. At the bottom, there are 'Submit' and 'Cancel' buttons, with the 'Submit' button marked with a red callout 'D'.

- A. Select CSU, Fullerton from the Department drop-down menu.
- B. Enter 242 in the Agency Code field.
- C. Place a check next to I'm not a robot.
- D. Click **Submit**.

7. Type in your Social Security Number. Then, enter your Date of Birth. On your previously issued paystub, find the Earnings Statement Number and copy it into the appropriate field. Next, enter in the Total Deductions listed on your paystub. Then, click Submit.



The Earnings Statement Number format is **00-000000**.

Registration

1

2

3

4

User Agreement
Employee Validation
User Sign-Up
Email Verification

...

..

....

? Why are you asking me for my SSN?

Date of Birth

May

11

1962

Earnings Statement Number

09-048921

? Help me find this. (I have Direct Deposit) or (I have a Paper Warrant)

Total Deductions

\$

1957.00

? Help me find this


Submit

Cancel


- Enter your Social Security Number.
- Use the drop-down menus to select the month, day, and year of your birth.
- Enter the Earnings Statement Number on your direct deposit advice or paper warrant.
- Enter the Total Deductions listed on your direct deposit advice or paper warrant.
- Click **Submit**.

TAXABLE GROSS	DEDUCTIONS	NET PAY
5053.27	2865.93	2569.97
GROSS	DEDUCTIONS	AMOUNT

8. Enter your email address two times. Next, enter your preferred username. Create a password for your account and enter it twice. Then, click Submit.

 Your password must be 8 or more characters long and include each of the following:

- Lower case letters (a-z)
- Upper case letters (A-Z)
- Numbers (0-9)
- Special characters (-=[\];,./~!@#\$%^&*()_+{}|:<>?)

 It is recommended to use a personal email account to register for Cal Employee Connect so that you'll be able to access your account even if you leave Cal State Fullerton's employment.

Registration

1
2
3
4

User Agreement
Employee Validation
User Sign-Up
Email Verification

Email Address

tuffytitan@personalemail.com
A

tuffytitan@personalemail.com
B

Desired User Name

tuffytitan
C

Password

Password Requirements
D

E

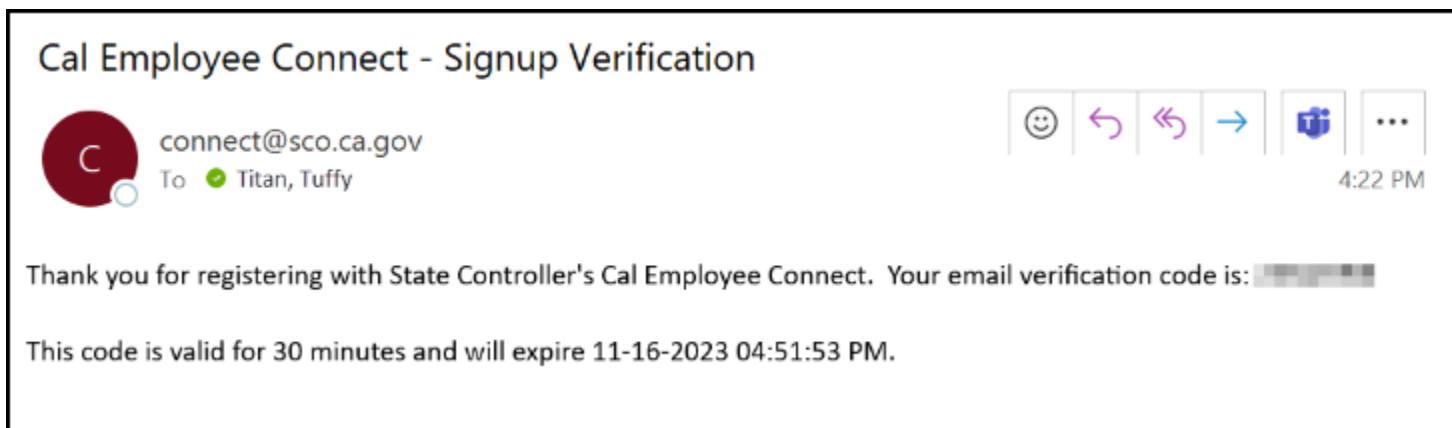
F
Submit
Cancel

- Enter a personal email address to link to your account.
- Confirm your email address by re-entering it.
- Enter your desired username.
- Enter a password.
- Confirm your password by re-entering it.
- Click **Submit**.

9. Check your email for the Signup Verification message containing your verification code.



The verification code is valid for 30 minutes.



10. Enter your email verification code. Then, click Submit.

Registration

1 2 3 4
User Agreement Employee Validation User Sign-Up Email Verification

An email has been sent to **tuffytitan@personalemail.com** with an 8-digit verification code.

Please retrieve your code and enter it below.

This code is valid for 30 minutes and will expire **11-16-2023 04:51:53 PM**.

Do not close this browser window until finishing the registration process.

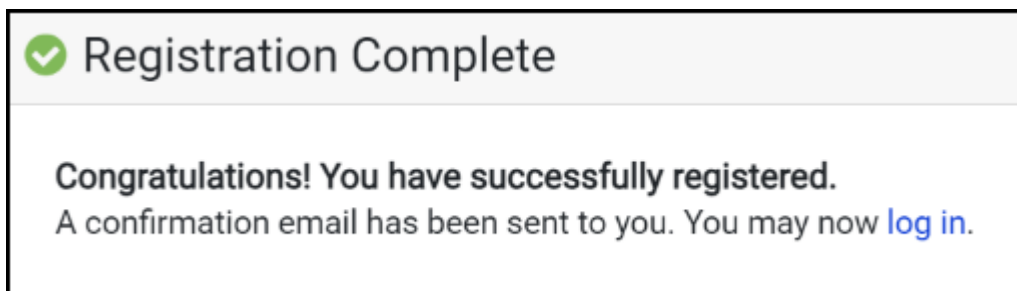
Email Verification Code
A

C

B

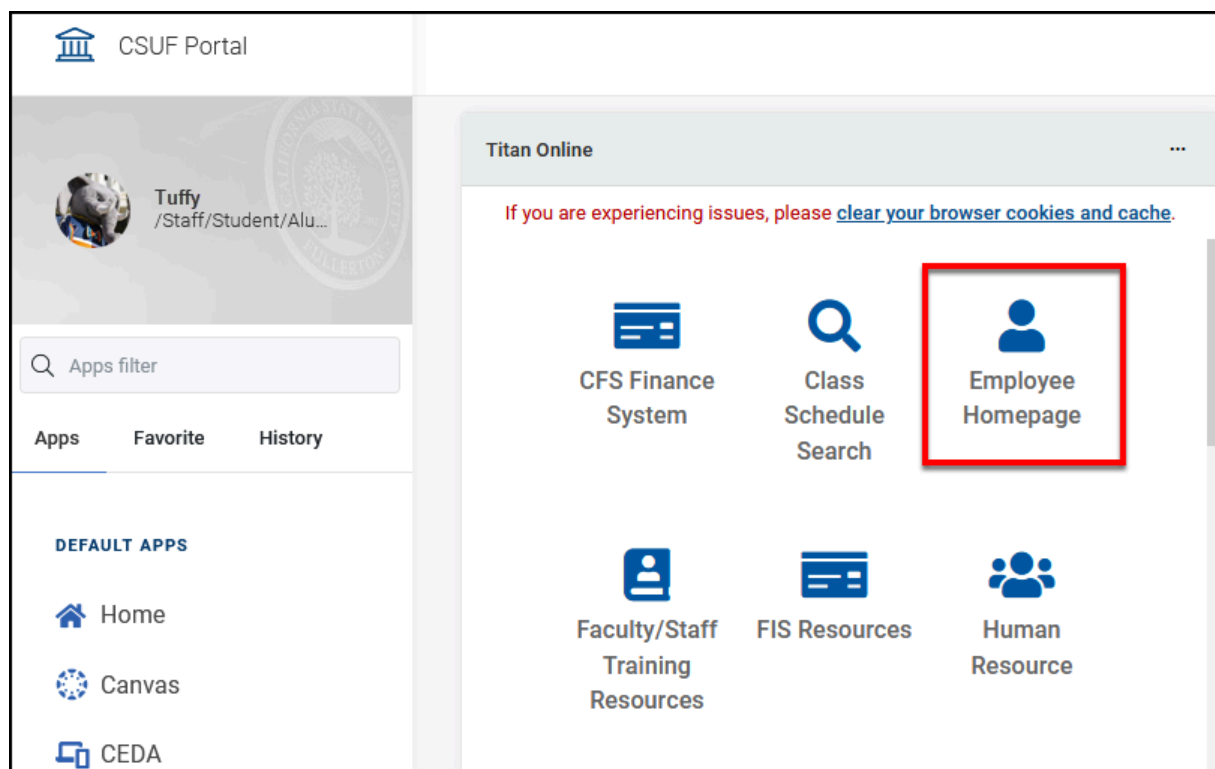
- A. Enter the verification code sent to you by Cal Employee Connect.
- B. If you did not receive an email or if your previous verification code expired, click Resend Code to receive another verification message.
- C. Click **Submit**.

11. Your registration is complete. You will receive a confirmation email with your username.



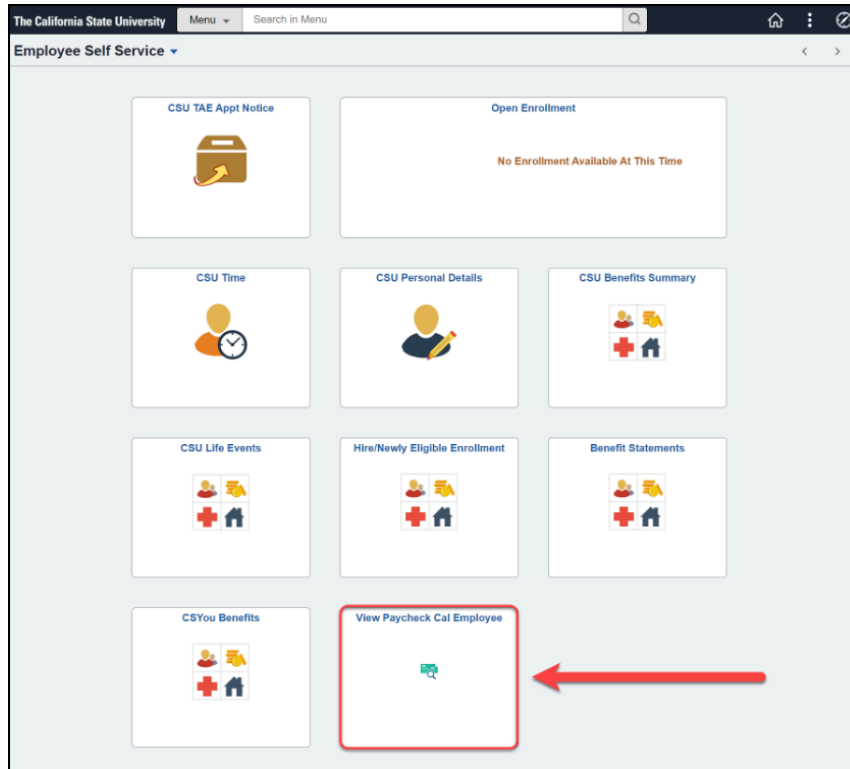
Logging into Cal Employee Connect (CEC)

1. Log in to the campus portal and click on Employee Homepage in the Titan Online widget.



2. Click on View Paycheck Cal Employee on the Employee Self

Service homepage.



3. Enter the username and password you created when registering for Cal Employee Connect. Then, click Submit.



Your Cal Employee Connect username and password are not necessarily your campus username and password. Use the credentials that you created when you signed up for Cal Employee Connect.

- A. Enter the username that you created during registration.
- B. Enter the password that you created during registration.
- C. Click **Submit**.

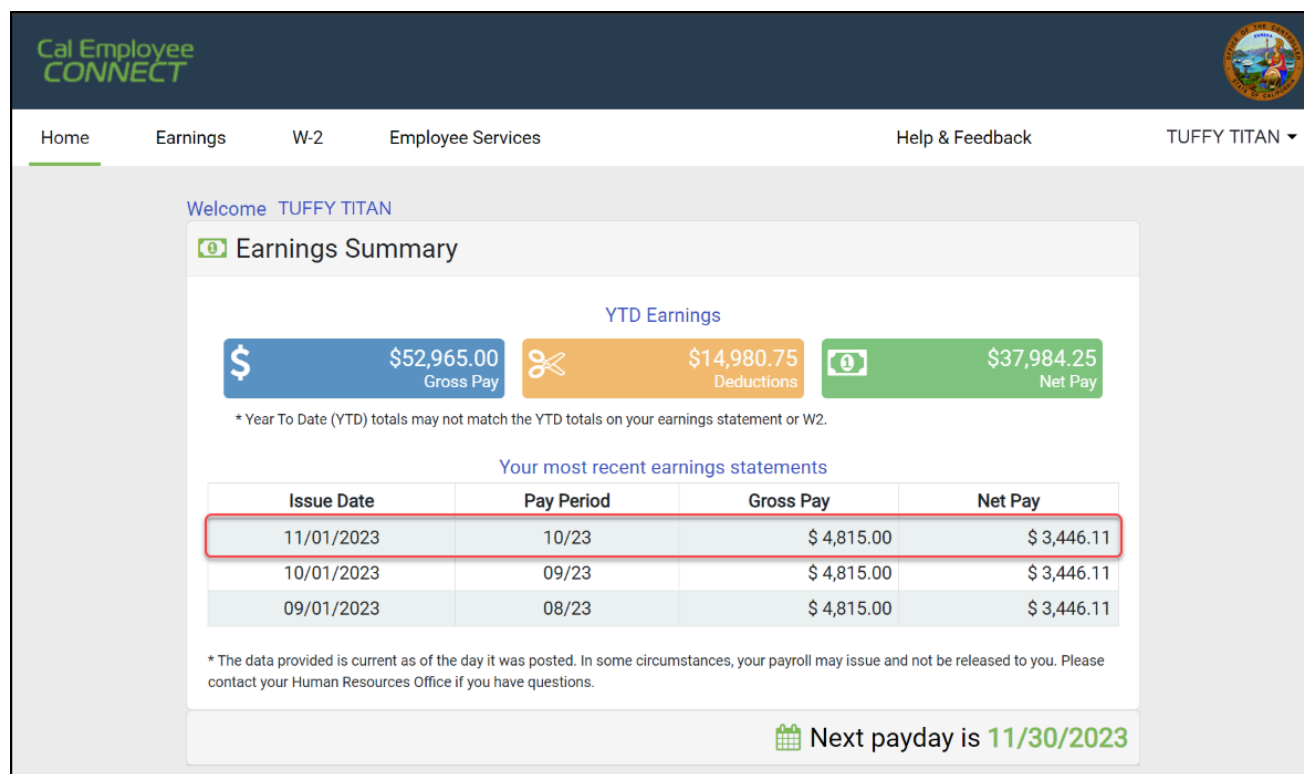
Viewing Your Earnings Statements (Paystubs)

1. Log into Cal Employee Connect.



[View instructions on logging into Cal Employee Connect.](#)

2. Click on an earnings statement in the Earnings Summary to view the statement in more detail.



Cal Employee CONNECT

Home Earnings W-2 Employee Services Help & Feedback TUFFY TITAN

Welcome TUFFY TITAN

Earnings Summary

YTD Earnings

\$	\$52,965.00 Gross Pay	✂	\$14,980.75 Deductions	💰	\$37,984.25 Net Pay
----	--------------------------	---	---------------------------	---	------------------------

* Year To Date (YTD) totals may not match the YTD totals on your earnings statement or W2.

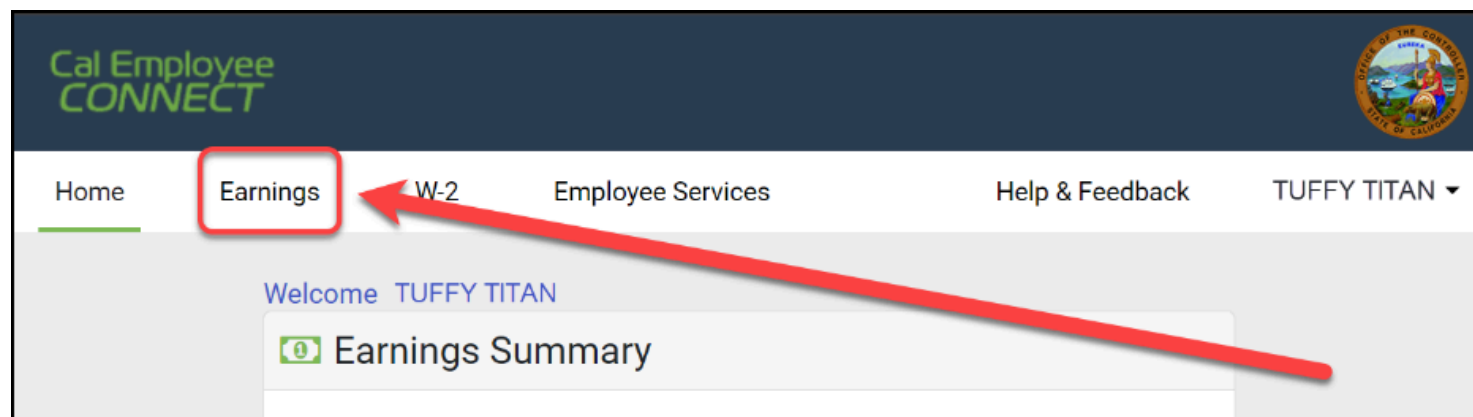
Your most recent earnings statements

Issue Date	Pay Period	Gross Pay	Net Pay
11/01/2023	10/23	\$ 4,815.00	\$ 3,446.11
10/01/2023	09/23	\$ 4,815.00	\$ 3,446.11
09/01/2023	08/23	\$ 4,815.00	\$ 3,446.11

* The data provided is current as of the day it was posted. In some circumstances, your payroll may issue and not be released to you. Please contact your Human Resources Office if you have questions.

📅 Next payday is 11/30/2023

3. If the statement you want to view is not in your Earnings Summary, click Earnings on the top of the page.



Cal Employee CONNECT

Home **Earnings** W-2 Employee Services Help & Feedback TUFFY TITAN

Welcome TUFFY TITAN

Earnings Summary

4. Select a year from the drop-down menu. Click on a statement to

view it in more detail.

Earnings Statements

2023

A

CSV

Click on any row in the table to view earnings statement detail.

Date ▾	Period ▾	Gross Pay ▾	Deductions ▾	Net Pay ▾	Fed. Tax ▾	State Tax ▾
11/01/2023	10/23	\$ 4,815.00	\$ 1,368.89	\$ 3,446.11	\$ 415.90	\$ 127.48
10/01/2023	09/23	\$ 4,815.00	\$ 1,368.89	\$ 3,446.11	\$ 415.90	\$ 127.48
09/01/2023	08/23	\$ 4,815.00	\$ 1,368.89	\$ 3,446.11	\$ 415.90	\$ 127.48
08/01/2023	07/23	\$ 4,815.00	\$ 1,359.26	\$ 3,455.74	\$ 415.90	\$ 127.48


B

- A. Select a year from the drop-down menu.
- B. Click the statement you wish to view.

5. To download a PDF of the statement, click View/Download this earnings statement.




You will only be able to download your statement if you're enrolled in direct deposit.



Earnings Statement Detail


Prev

Next



Deductions Chart

View/Download this earnings statement



AGY/UNIT	242-830	Pay Period	09/23	Direct Dep #	
Tax Year	23	Issue Date	10/01/23	Bank Transit	
Tax Status	Fed	S-01	State	S-01	

Gross Pay	YTD	Taxable Gross	Deductions	Net Pay
-----------	-----	---------------	------------	---------

Need More Help?

For general inquiries and assistance, please contact Payroll Services at payroll@fullerton.edu.

If you need technical assistance, please contact [Cal Employee Connect](#).