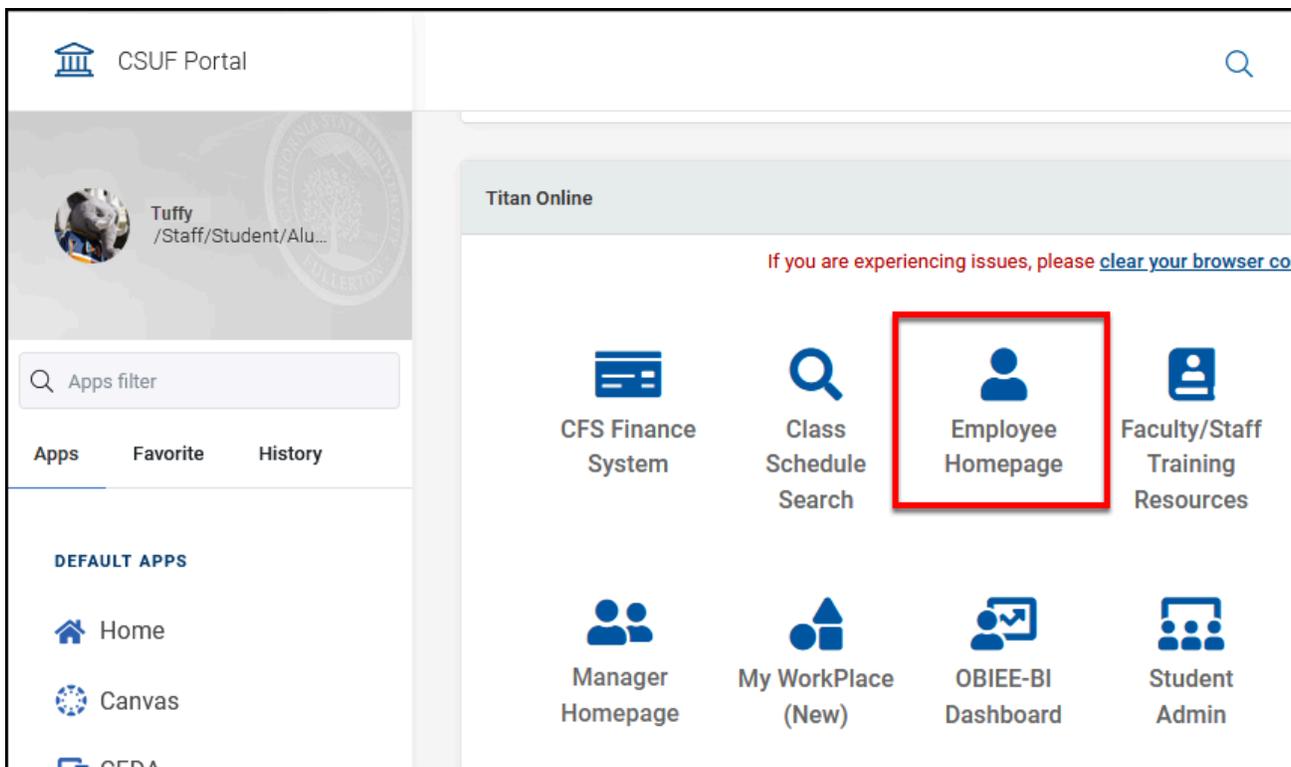


# How Do I Find My CHRS ID?

This article covers how to find your CHRS ID (Empl ID). There are several places in Employee Self Service (Employee Homepage) where your Empl ID (CHRS ID) is displayed. These instructions show just one way to locate it.

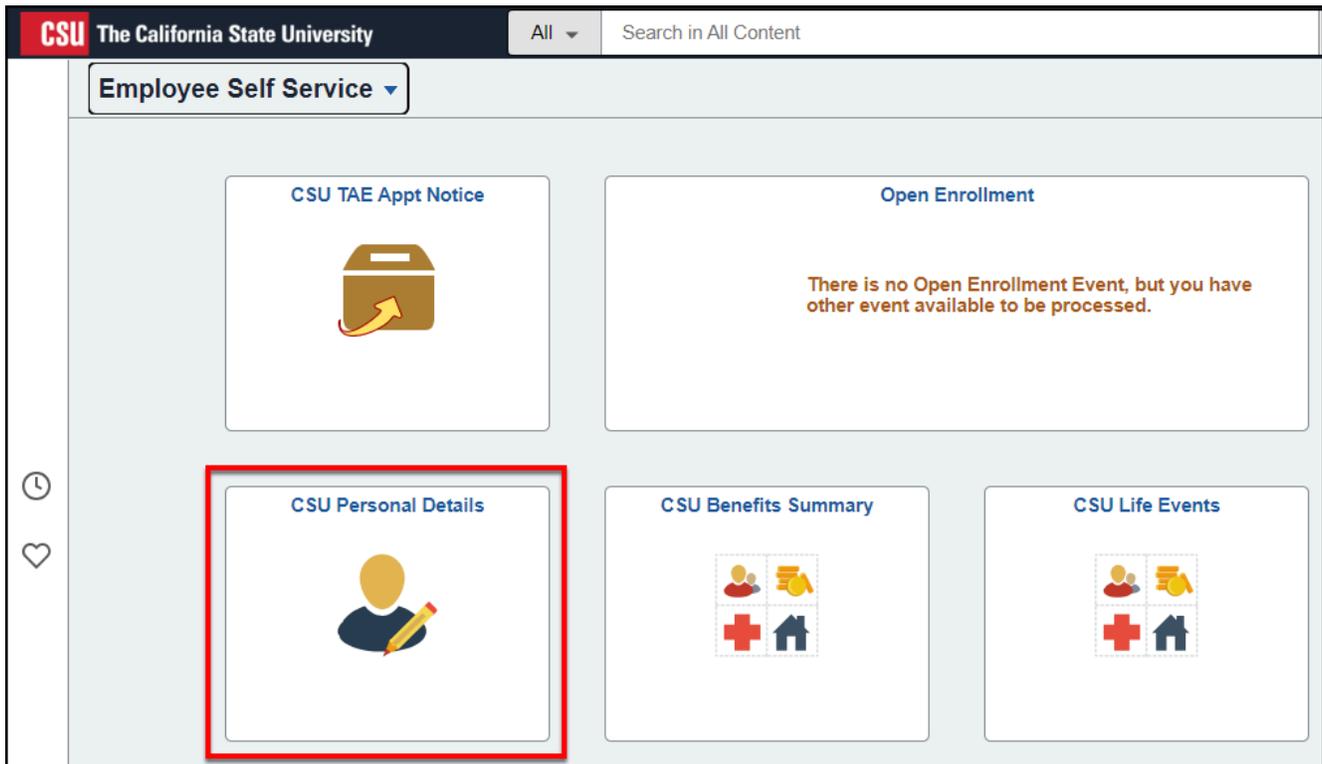
💡 Empl ID (Employee ID) in CHRS uses the CHRS ID for an employee, which is a specific ID used only for HR/employment records. Empl ID is NOT your Campus-Wide ID (CWID) in CHRS.

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



[View step-by-step details on how to access the Employee Homepage.](#)

## 2. Click on CSU Personal Details.



## 3. Click on CSU Paycheck Designee. Your CHRS ID is displayed at the top of the form.

 You may see your CHRS ID displayed as your Empl ID elsewhere in CHRS.

← Personal Details
Personal Details

**Tiffany Aching**  
Admin Support Coord 12 Mo

<ul style="list-style-type: none"> <li> Addresses</li> <li> Contact Details</li> <li> Name</li> <li> Emergency Contacts</li> <li> Disability</li> <li> Veteran Status</li> <li> CSU Preferred Name</li> <li> CSU Paycheck Designee <span style="color: red; font-weight: bold; border-radius: 50%; padding: 2px 5px;">A</span></li> <li> CSU Ethnic Groups</li> </ul>	<h3 style="margin: 0;">CSU Paycheck Designee <span style="color: red; font-weight: bold; border-radius: 50%; padding: 2px 5px;">B</span></h3> <div style="border: 2px solid red; padding: 2px; display: inline-block; margin-bottom: 10px;"> <b>CHRS Person ID</b> 100000000         </div> <p><b>DESIGNATION OF PERSON(S) AUTHORIZED TO RECEIVE WAR</b></p> <p>Pursuant to Section 12479 of the Government Code, I hereby designate any other provision of the law, shall be entitled <b>upon my death</b> to receive</p> <p><i>NOTE: Direct deposit payments are not subject to the provisions of this designation.</i></p> <p><b>Important:</b> This is NOT a designation for payment of death benefits or re Beneficiary Designation, must be completed to file a designation with the</p> <p><b>Paycheck Designees must be 18 years of age or older</b></p> <p style="text-align: right;">Decline Paycheck Designation <input type="checkbox"/> No</p> <p>▼ <b>Primary Designee</b></p> <p style="text-align: right;">Designee Type <input type="text" value="Person"/></p> <p style="text-align: right;">Person Name <input type="text"/></p>
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## Need Help?

For training and how-to assistance, contact IT Training at 657-278-5647 or [ittraining@fullerton.edu](mailto:ittraining@fullerton.edu).

For technical assistance, contact the IT Help Desk at 657-278-7777 or [helpdesk@fullerton.edu](mailto:helpdesk@fullerton.edu).