

Navigating to the Adverse Weather Mandatory-Non Mandatory link on Employee Self Service

1. Login to [Employee Self Service](#) using your Appalachian State Login credentials.

User Login

Please enter your username and password. When finished, select Login.

Please Note: Entries are Case Sensitive

To protect your privacy, please Exit and close your browser when you are finished.

User Name:
Password:

[Need Help?](#)

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2. Click on the **Employee** tab



[Personal Information](#) **[Employee](#)** [Finance](#)

[SITE MAP](#)

Benefits

View Benefits and Deductions; Pay Information; Tax Forms; Current and Past Positions; Current Leave Balances and Leave History.

Personal Information

View or Update Address(es), Phone Number(s), E-mail Address(es), Race/Ethnicity, Preferred First Name, and Emergency Contacts. View Banner ID.

Finance

3. Click **Adverse Weather - Mandatory Non-Mandatory Status**

[Personal Information](#) **[Employee](#)** [Finance](#)

Time Sheet

Leave Report

Direct Deposit Enrollment or Changes

Create/Update Direct Deposit Information

Benefits and Deductions

View Health Insurance Information; Flex Spending Accounts; and Miscellaneous Deductions.

Pay Information

View Direct Deposit Distribution; Earnings and Deductions History; and Pay Stubs.

Tax Forms

View NC-4 (State); W-4 (Federal); or W-2 (End of Year) Forms.

Current and Past Positions

View Current and Past Positions.

Leave Balances and Leave History

View Leave Balances and Leave History.

Pay Grade and Salary Amount

View Pay Grade and Salary Amount

Hire Date, Longevity Date, Leave Earn Date

View Hire Date, Longevity Date, Leave Earn Date

Total Compensation Statement

View Year-End Total Compensation Statement

Parking Registration System

Register for Parking Permits; View Citations; Manage Appeals.

Account Detail by Term

View detailed account transactions and process credit card payments.

ASU Foundation Payroll Deduction

Monthly Payroll Deduction Form for Appalachian State University Foundation, Inc.

W2 Electronic Consent

W2 Electronic Opt In/Opt Out

Veteran's Reporting

To Self Report as a Veteran, please click here.

Claim Disability

Voluntary Claim Disability

Appstate Careers (People Admin)

Review or update your job description in the Appstate Careers Portal (People Admin). Click on Internal User to Login. Once Logged in go to

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