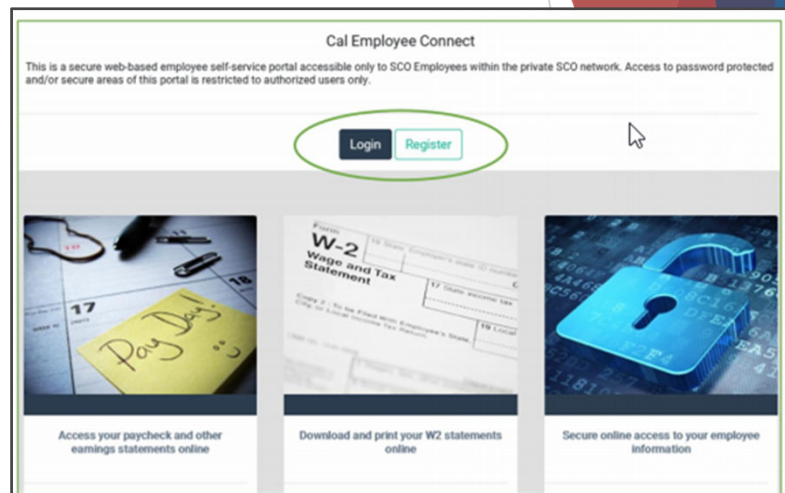# How to Enroll in Cal Employee Connect

To Gain Access to Pay Stubs, W-2 and more

Register

To register go to connect.sco.ca.gov

You will need a recent pay stub or access to paychecks on my.fresnostate.edu

Read User Agreement

Read the agreement and click "Accept"

Registration - Agency Code

Department name is listed as: **CSU, Fresno**

Fresno State Employee's agency code is "213"

Basic Information

Fill out the information requested

Social Security Number

| 👤 | 999 | - | 99 | - | 9999 |

❓ Why are you asking me for my SSN?

Date of Birth

| 📅 | Month ▾ | Day ▾ | Year ▾ |

Earning Statement Number

The simplest way is through your My.FresnoState:

my.fresnostate.edu>Employee Self Service> View Paycheck>Paycheck Number

View Paycheck

Review your available paychecks below. Select the check date of the paycheck you would like to review.

Select Paycheck   Find | View All | 🔲 | 📇   First ◀ 1-8 of

Check Date	View Paycheck	Company	Pay Begin Date	Pay End Date	Net Pay	Paycheck Number
06/01/2020	View Paycheck	California State Univ, Fresno	05/01/2020	05/31/2020		8722877

Earnings Statement Number

| 💷 | 99-999999 |

❓ Help me find this. (I have Direct Deposit) or (I... Warrant)

First add a "0", followed by the first number, then "-"

Then followed by the rest of the paycheck number 0X-XXXXXX, E.G. 08-722877

Total Deductions

▼ Select Paycheck		
Check Date	**View Paycheck**	**Company**
06/01/2020	View Paycheck	California State Univ, Fresno

Click the link titled "View paycheck" on the paycheck row that you just used for your Earning Statement Number

*Then take the Gross Earnings (A) minus the Net Pay (B) to get your new **deductions** (C)*

$$A - B = C$$

Paycheck Summary

Period	Gross Earnings	Fed Taxable Gross	Total Taxes	Total Deductions	Net Pay
Current	A				B
YTD					

Total Deductions

$ C

❓ Help me find this

⚠️ Do not use the number under total deductions. It does not include all deductions needed ⚠️

Log In Details

Fill out information required

Preferred username and password

Registration

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

Email Address

✉ Email

✉ Confirm Email

Desired User Name

👤 User Name

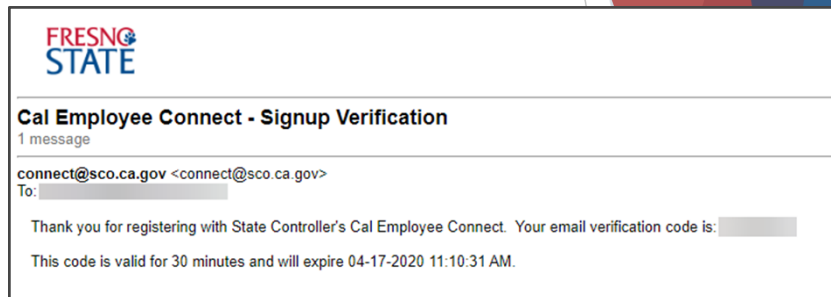**Password**   ❶ Password Requirements

🔑 Password

🔑 Confirm Password

Submit   Cancel

Verification

Once you type in your email address, a verification code is sent to you

Enter the code in the verification box

FRESNO STATE

Cal Employee Connect - Signup Verification
1 message

connect@sco.ca.gov <connect@sco.ca.gov>
To:

Thank you for registering with State Controller's Cal Employee Connect. Your email verification code is:

This code is valid for 30 minutes and will expire 04-17-2020 11:10:31 AM.

User ID

After your information is verified, you will receive another email with your username.

You have successfully registered.

FRESNO STATE

Cal Employee Connect - Registration Success
1 message

connect@sco.ca.gov <connect@sco.ca.gov>
To:

You have successfully registered with State Controller's Cal Employee Connect.
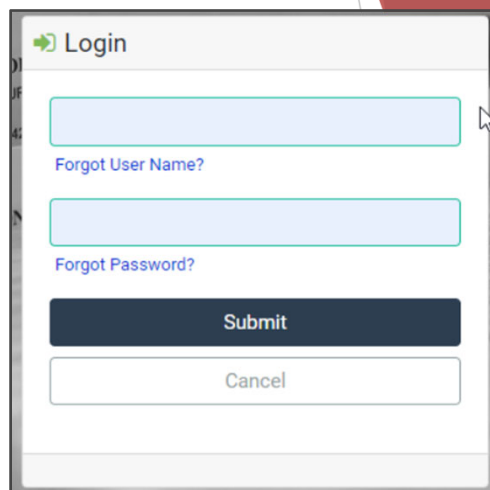
Your user name is:

Logging In

Log in at connect.sco.ca.gov
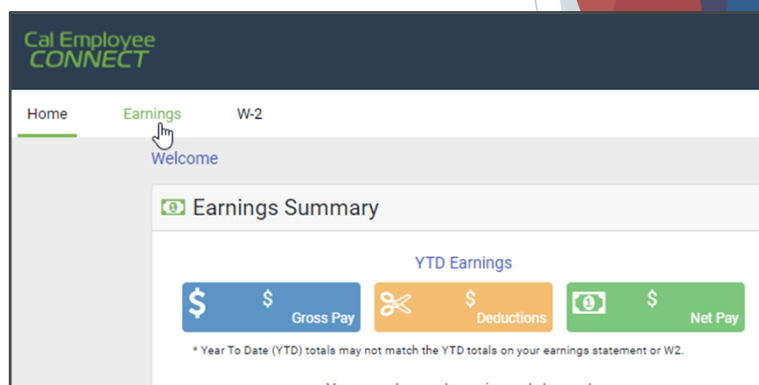
Enter your username and password

Looking at Earning Statements

On the employee dashboard on the top of the screen, select "Earnings"

Earnings from a Previous Year

To look at earnings from the previous years, select the dropdown table on the right side of the screen
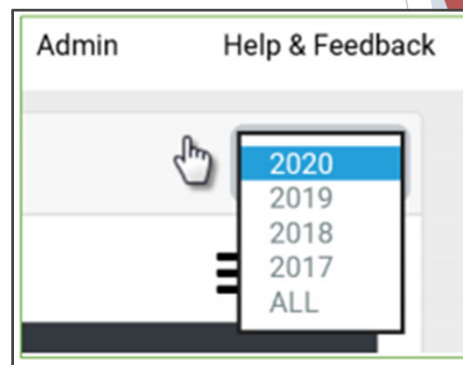
Earning Statement In Detail

You can double click the earnings row to view more details

You can then download into a PDF

W2

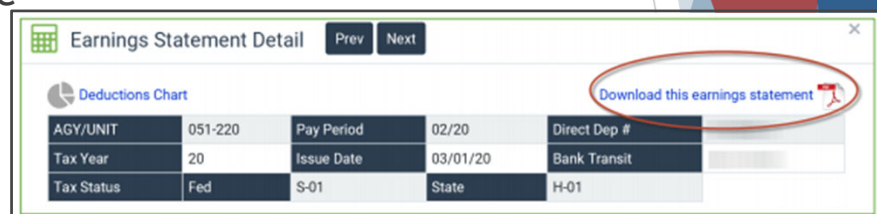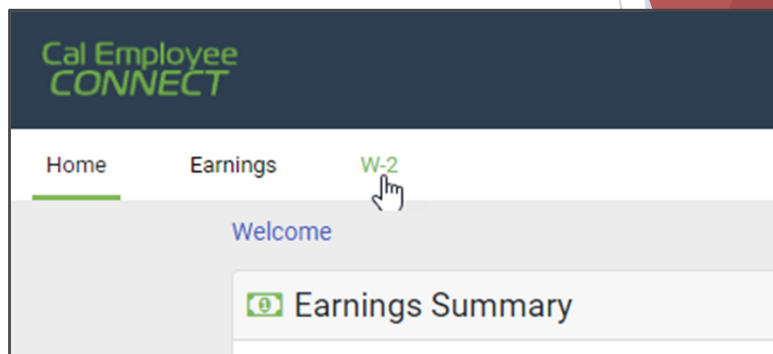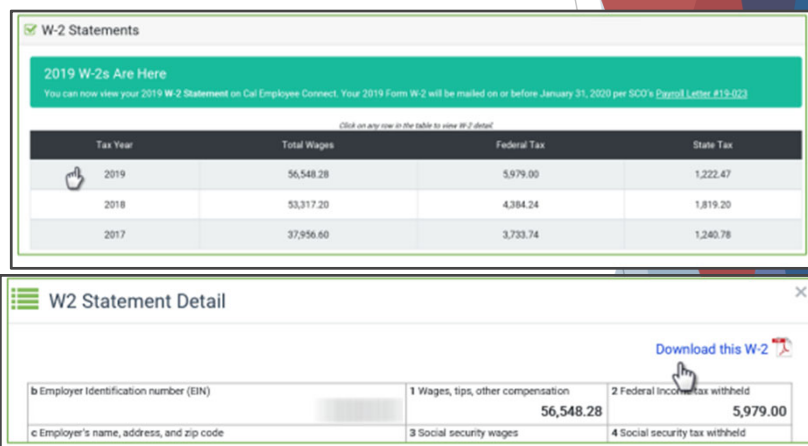At the employee dashboard on the top left of the screen, select W2

Cal Employee CONNECT

Home	Earnings	W-2

Welcome

💲 Earnings Summary
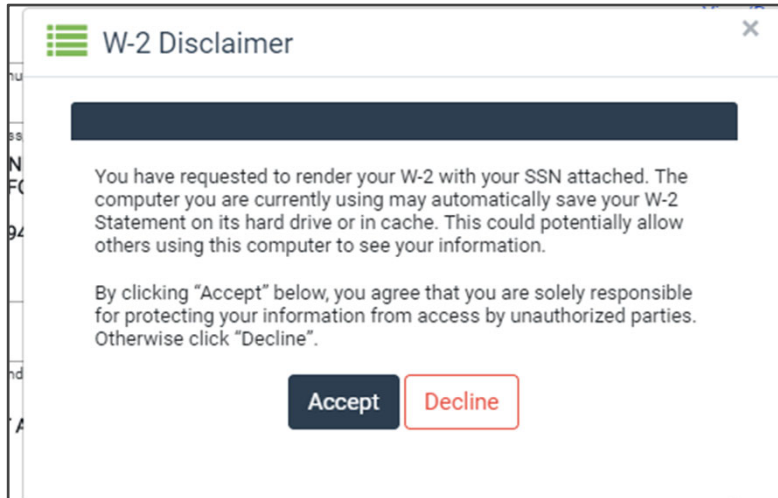
W2 continued

Select the row for your W2 for that tax year

To download a PDF, select "view/download"

☑ W-2 Statements

2019 W-2s Are Here
You can now view your 2019 W-2 Statement on Cal Employee Connect. Your 2019 Form W-2 will be mailed on or before January 31, 2020 per SCO's Payroll Letter #19-023.

Click on any row in the table to view W-2 detail.

	Tax Year	Total Wages	Federal Tax	State Tax
👆	2019	56,548.28	5,979.00	1,222.47
	2018	53,317.20	4,384.24	1,819.20
	2017	37,956.60	3,733.74	1,240.78

▤ W2 Statement Detail   ✕

Download this W-2 📄

b Employer Identification number (EIN)	1 Wages, tips, other compensation	2 Federal Income tax withheld
	56,548.28	5,979.00
c Employer's name, address, and zip code	3 Social security wages	4 Social security tax withheld

Accept the Disclaimer

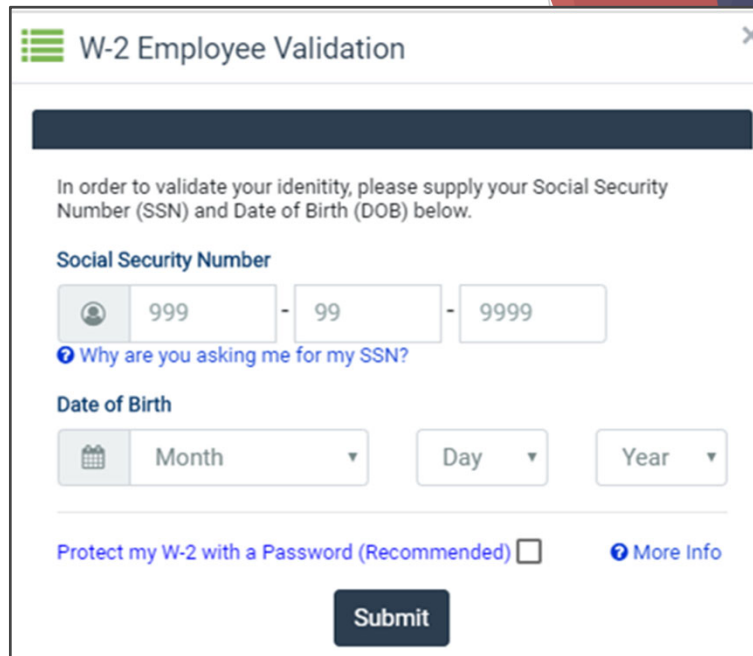**W-2 Disclaimer** ✕

You have requested to render your W-2 with your SSN attached. The computer you are currently using may automatically save your W-2 Statement on its hard drive or in cache. This could potentially allow others using this computer to see your information.

By clicking "Accept" below, you agree that you are solely responsible for protecting your information from access by unauthorized parties. Otherwise click "Decline".

Accept   Decline

Verify Information

Verify using your SSN and DOB

W-2 Employee Validation ✕

In order to validate your idenitity, please supply your Social Security Number (SSN) and Date of Birth (DOB) below.

Social Security Number

👤 999 - 99 - 9999

❓ Why are you asking me for my SSN?

Date of Birth

📅 Month ▾   Day ▾   Year ▾

Protect my W-2 with a Password (Recommended) ☐   ❓ More Info

Submit

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