

California Employee Connect (CEC) Registration Guide

Need access to your earnings or W-2 statements issued from the State Controller, sign up for Cal Employee CONNECT!

Option 1 - If you have a pay warrant from the prior six (6) months, follow these steps:

1. Go to: [California Employee Connect](https://connect.sco.ca.gov/register) (https://connect.sco.ca.gov/register)
2. Follow the prompts:
 - Select the Department **CSU, Fresno**
 - Enter the Agency Code **213**
 - Enter your **SSN & DOB**
 - Enter the **Earnings Statement Number** shown as the **Warrant No.** (*must include all numbers and hyphen*)
 - Enter the **Total Deductions** shown as **Deductions.**

Earnings Statement Number	
STATEMENT OF EARNINGS AND DEDUCTIONS OFFICE OF STATE CONTROLLER	
PAY PERIOD 03/20	SOC SEC NO 1234
ISSUE DATE 04/01/20	WARRANT NO 05-734521
S-01 STATE S-01	BANK TRANSIT 999999999
TAXABLE GROSS	DEDUCTIONS
4691.34	1234.56
NET PAY	
3456.78	

Total Deductions		
TAXABLE GROSS	DEDUCTIONS	NET PAY
5053.27	2865.93	2569.97
GROSS	DEDUCTIONS	AMOUNT
5295.90	FEDERAL TAX	775.92

- Enter your **personal** email address, **username**, and **password**.

Once you enter your email address, a **verification code** will be sent to you via email to enter in the **verification box**. Once the verification code is entered, you will receive another email confirming you successfully registered!

Option 2 - If you do not have access to one of your pay statements and you need assistance with obtaining the required information, please contact your Payroll Technician or email us at payrollservices@mail.fresnostate.edu.

Direct Deposit

Direct Deposit enrollment and changes are now being processed through Cal Employee CONNECT (CEC)!

CEC is a secure website developed by the State Controller’s Office (SCO) for all state employees to review payment stubs and obtain W-2 information. Direct Deposit enrollment and changes require you to enable the Multifactor Authentication (MFA); instructions are provided below. New employees will receive their first payment as a live pay warrant. Information obtained from that warrant is needed to register for CEC.

**** To sign up for direct deposit you must be registered for [California Employee Connect](#). Step-by-step registration instructions can be found on the back of this flyer.****

Enabling MFA

1. Log on to [California Employee Connect](https://connect.sco.ca.gov/register) (https://connect.sco.ca.gov/register)
2. Navigate to the **User Profile** by clicking on your name; click **User Profile**
3. Click **Turn On MFA**
4. Follow the prompts or click **Get Started** once you have an MFA app installed



(DUO may be the most convenient MFA, as our campus is currently using this app. If you have the DUO app, you will need to add Cal Employee Connect as an account. The SCO has also tested and recommends the above MFA apps.)

5. Scan the **QR Code** or enter the **6-digit verification code** from your app
6. Click **Enable** and you should now be able to process Direct Deposit information.



You can now navigate to Employee Services to access the Direct Deposit features.

Enroll/Change Direct Deposit

1. Log on to: [California Employee Connect](https://connect.sco.ca.gov/register) (https://connect.sco.ca.gov/register)
2. Click **Employee Services**
3. Click the **Direct Deposit** icon
4. Select the type of enrollment **New** or **Change**
5. Select account type **Checking** or **Saving**
6. Enter the **routing, account, and institution information.**
7. Click **Submit**

CEC Feedback

If you encounter any issues with CEC or need assistance with enabling MFA, please contact CEC directly by navigating to the [Help & Feedback](#) tab within the CEC portal. Please note that this portal is owned and maintained by the SCO and is not part of CSU’s PeopleSoft Self Service. We are excited to participate in this program and we hope you’ll enjoy the convenience of this functionality.

****If you need assistance from Payroll, please contact your [Payroll Technician](#) directly or call (559) 278.2032.****