# Need to access a past paystub? Find them all in the portal.

January 29, 2019 by UIS Communications [2]

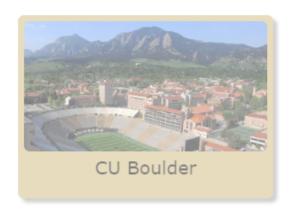
If you need to find a past paystub, it's easy in the portal. By using filtered search, you can find and download all past paychecks earned from CU.

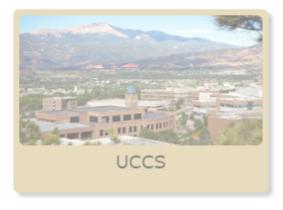
### Here's how:

• Log into the portal [3].



## Click to log in to the System Portal.

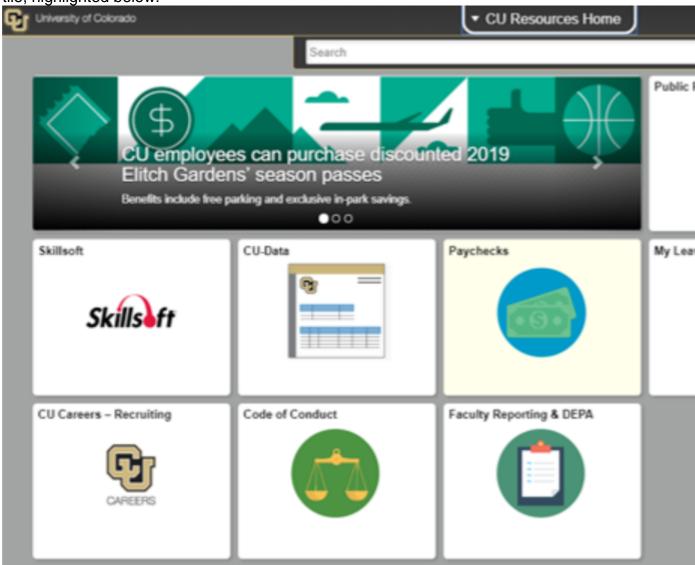






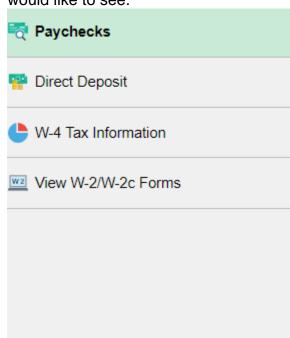
• Go to the CU Resources homepage, select the Paychecks

tile, highlighted below.



• You will be taken to a paychecks page that shows the last three months' worth of paystubs. Select the **filter icon**, highlighted below, to determine the timeframe you

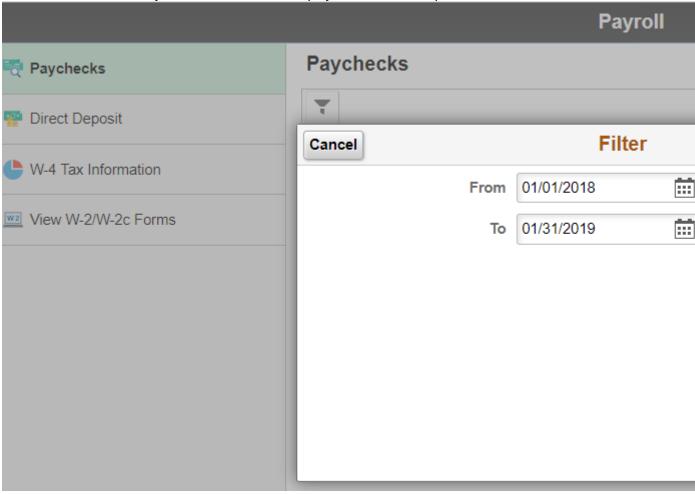
would like to see.



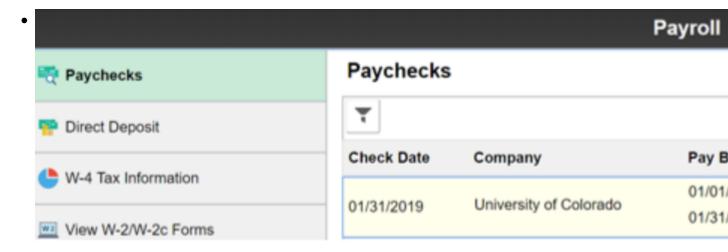
# **Paychecks**

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Check Date	Company	Pay Begi
12/31/2018	University of Colorado	12/01/201 12/31/201
12/31/2018	University of Colorado	12/23/201 12/27/201
11/30/2018	University of Colorado	11/01/201 11/30/201
10/31/2018	University of Colorado	10/01/201 10/31/201

• Then enter the dates you would like to see paystubs for, and press the **Done** button.



 You will see all your checks from the selected time period. To see and download your paystubs, click anywhere in the highlighted yellow area.



CU Portal [4], paychecks [5], HCM [6]

### **Display Title:**

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