**Paychecks** [1]

It pays to understand your pay. Let's walk through how to read your paystubs, view paydays and request payroll adjustments.

**Access your paycheck in the portal**

1. Log into the [employee portal][2].
2. Select the **CU Resources** tab. (CU System employees will skip this step.)
3. Open the top, center **CU Resources Home** dropdown menu, then select **My Info and Pay**.
4. Click on the **Paychecks** tile.

**Find your pay dates**

View biweekly and monthly paydays with our pay calendars.

**2020 monthly paydays**

<table>
<thead>
<tr>
<th>Month</th>
<th>Pay Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td>Friday, Jan. 31</td>
</tr>
<tr>
<td>February</td>
<td>Friday, Feb. 28</td>
</tr>
<tr>
<td>March</td>
<td>Tuesday, March 31</td>
</tr>
<tr>
<td>April</td>
<td>Thursday, April 30</td>
</tr>
<tr>
<td>May</td>
<td>Friday, May 31</td>
</tr>
<tr>
<td>June</td>
<td>Tuesday, June 30</td>
</tr>
</tbody>
</table>

**2020 biweekly paydays**

<table>
<thead>
<tr>
<th>Month</th>
<th>Pay Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td>Friday, Jan. 10</td>
</tr>
</tbody>
</table>
Pay adjustments

Employees are responsible for verifying the accuracy of their paychecks and taxes each payday.

Overpayments
Occasionally, employees may be paid more than is due. If an overpayment is discovered, CU will collect funds according to the Employee Services Overpayment Procedure.

If you discover an overpayment, contact your payroll department immediately to avoid tax implications.

Overpayment Procedure [3]

Active employees: Learn how to read your paycheck

Click the circles on the image below to learn what each section means. Note: Turn off your popup blocker to view the hotspot.

Groups audience: Employee Services
Right Sidebar: ES: Payroll Contact

Source URL: https://www.cu.edu/employee-services/paychecks

Links
[1] https://www.cu.edu/employee-services/paychecks
[2] https://my.cu.edu/