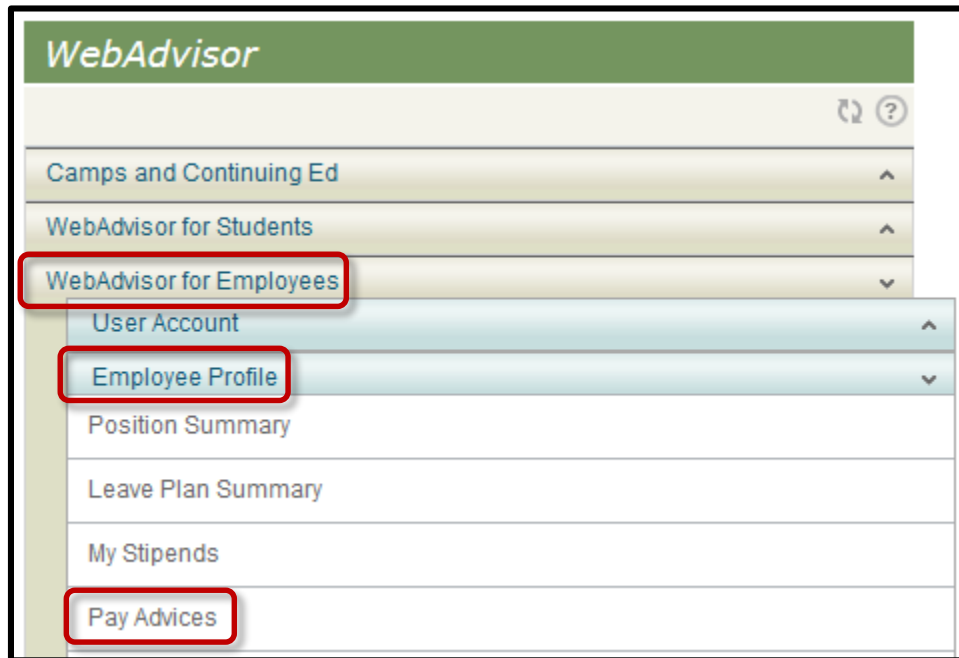
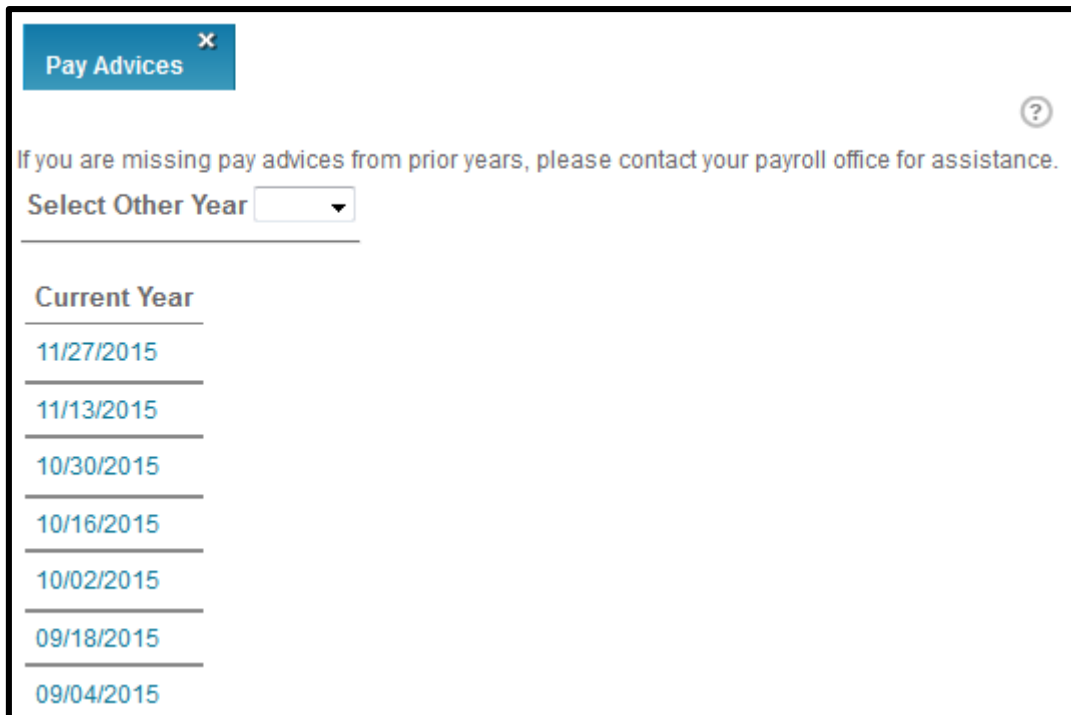


## MyBucks WebAdvisor - Accessing Pay Advices

1. Sign into MyBucks, <https://portal.bucks.edu/>. On the right hand side of MyBucks, click **WebAdvisor for Employees**, then **Employee Profile**. Click **Pay Advices**.



2. Under the Current Year, click on the pay period date you wish to view and/or print. If you wish to see pay advices from the previous year, click on the down arrow next to “Select Other Year”. Click on the preferred year and click the **SUBMIT** button.



- 3. A new window will pop up with the selected pay advice. You can return to the main page of MyBucks by clicking the logo in the upper left corner.

DEPT. NO.		EMPLOYEE NO.		SOC SEC NO		PAY PERIOD	
51202						06/01/2012	

CURRENT EARNINGS			TAXES WITHHELD		DEDUCTIONS			
TYPE	HOURS	AMOUNT	CODE	CURRENT	YEAR TO DATE	DESCRIPTION	CURRENT	YEAR TO DATE
REGU	75.00					Keystone \$15 Single	21.77	239.47

DEPOSITS	ACCOUNT NO.	AMOUNT

CURRENT	GROSS	TAXES	DEDUCTIONS	NET	EARNED VAC	USED VAC	BALANCE VAC	EARNED OTHER	USED OTHER	BALANCE OTHER
Y.T.D.										

Bucks County Community College  
275 Swamp Road  
Newtown, PA 18940

06/01/12  
**PAY THIS AMOUNT**

Pay Amount - Spelled Out AND 01/100\*\*\*\*\*

PAY TO THE ORDER OF

NON-NEGOTIABLE VIEW ONLY

[CLOSE WINDOW](#)

