



# HOW TO READ YOUR PAY STUB IN THE BEST ADVANTAGE SYSTEM – HCM APPLICATION

EMPLOYEE INFORMATION			PAY LOCATION ID: AAA123		PAYROLL NUMBER: AAA123		CHECK DATE: MM-DD-YYYY		WARRANT NUMBER: 12345678	
EMPLOYEE NAME: ##### – DISTRICT/AGENCY NAME			DISTRICT: District/Agency Name		District/Agency Address					
EMPLOYEE ID: 000000XXX										
TAX INFO FEDERAL CA STATE										
MARITAL STATUS: MARRIED FILING JOINTLY MARRIED FILING JOINTLY			PAY FREQUENCY: MONTHLY		PAY BEGIN DATE: 10-01-2023		PAY END DATE: 10-31-2023			
ALLOWANCE: 1 1 EXEMPT STATUS: 2										
HOURS AND EARNINGS					EMPLOYER PAID BENEFITS		6			
DESCRIPTION: REGULAR PAY BEGIN DATE: 10-01-2023 END DATE: 10-31-2023			RATE: \$11,402.00		HOURS: 149:36		EARNINGS: \$11,402.00			
3			4		5					
DESCRIPTION: MEDICARE ER CON CURRENT: \$165.33 YTD: \$330.66					DESCRIPTION: CA UNEMPLOYMENT CURRENT: \$5.70 YTD: \$11.40					
					STRS CLASS DIST CURRENT: \$2,177.78 YTD: \$4,355.56					
					WORKERS COMP CURRENT: \$228.04 YTD: \$456.08					
TOTAL EARNINGS: \$11,402.00										
GROSS EARNINGS YTD: \$22,804.00			7		8 TAXES		TOTAL: \$2,576.85		\$5,153.70	
BEFORE-TAX DEDUCTIONS			9		AFTER-TAX DEDUCTIONS		9			
DESCRIPTION: STRS CLASS MEM CURRENT: \$1,168.71 YTD: \$2,337.42			DESCRIPTION: FED INCOME TAX CURRENT: \$9,54.79 YTD: \$1,909.58		DESCRIPTION: STATE INCOME TAX CURRENT: \$331.83 YTD: \$663.66		DESCRIPTION: MEDICARE EE TAX CURRENT: \$165.33 YTD: \$330.66			
TOTAL: \$1,168.71			TOTAL: \$1,451.95		TOTAL: \$2,903.90		TOTAL: \$0.00		\$0.00	
LEAVE BALANCES			10		11		12		13	
DESCRIPTION: SICK ACCRUED: 00:00 USED: 00:00 ENDING BAL: 80:00			DIRECT DEPOSIT		DIRECT DEPOSIT		ACCT# 4234		AMOUNT: \$8,781.34	
					NET PAY: \$8,781.34					

- 1 **Employee Information.** Displays your employee name and ID. This is used to identify you in the HCM System.
- 2 **Tax Info.** Displays Income tax withholding information, your allowances, marital status and exempt status when applicable.
- 3 **Hours & Earnings.** Displays all types of earnings that count as income, such as regular pay/hours, shift differentials, overtime, incentives, etc.
- 4 **Rate.** Displays your hourly rate depending on how you are paid.
- 5 **Hours.** Displays the number of hours you worked.
- 6 **Employer Paid Benefits.** Displays Benefits and total amounts paid for by your employer
- 7 **Before Tax Deductions.** Displays the deductions/reductions taken from your earnings before taxes are calculated and withheld. These IRS defined items include pre-tax deductions such as:
  - Medical, dental, and vision premiums
  - Flexible Spending Accounts (Health & Dependent Care Plans)
  - Deferred Compensation/Tax Sheltered Annuities
  - The Earned Salary Advance (ESA) reduction
  - CalPERS/CalSTRS Employee contributions
- 8 **Taxes.** Displays statutory taxes taken after income taxes are calculated and withheld may include:
  - Social Security (OASDI) tax
  - Medicare (MEDICARE) tax
  - Federal Withheld tax (FW)
  - State Withheld tax (SWT)
- 9 **After-Tax Deductions.** Displays additional or voluntary deductions taken after taxes which may include:
  - Credit Union Deductions
  - Supplemental Life Insurance
  - Union and/or Association Dues
  - State Disability Insurance Premium (SDI), if applicable
  - Medical, dental, and vision premiums
  - Flexible Spending Accounts (Health & Dependent Care Plans)
- 10 **Leave Balances.** Reflects sick and vacation balances based on your eligibility for the leave type.
- 11 **Subject Gross YTD.** Displays taxable gross dollar amount which forms the basis to calculate taxes. *Please note this information is temporarily unavailable.*
- 12 **Direct Deposit.** Can be distributed to multiple accounts.
- 13 **Net Pay.** Reflects the total net amount of your paycheck.



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Business Enhancement System Transformation (BEST) Project