

You will receive your official pay stub via University email. The email will have the subject line, "Direct Deposit Notice" and will be sent from "depnote@ncat.edu", similar to direct deposit notifications for travel reimbursements or student refunds.

Your pay stub will be an attachment to the email that, for your protection, has been encrypted and is password protected. The password format for opening the pay stub attachment is the first four letters of your last name (all lower case) and the last four digits of your social security number. As always your payroll deposit will be available on the pay date.