Instructions for Accessing “Direct Deposit Advice”

To access your “Direct Deposit Advice” you must first login to UVLink.

If you don’t know your UV ID, or if you need to reset your password click here.
Once you have logged into UVLink select the “Employee” tab and then click on the “Employee Services Menu” in the Online Services channel.

After clicking on the “Employee Services Menu” option, the “Employee Services” screen should open (see example below). To view your “Direct Deposit Advice” select “Pay Information” from the options listed on the “Employees Services” screen.
After the “Pay Information” screen opens, select “Pay Stub”.

Select the year that you are accessing the “Direct Deposit Advice” for. Once you select the year, click on “Display”.
All of the “Direct Deposit Advices” for the year selected will display. To open the “Direct Deposit Advice” for a specific pay period, click on the “Pay Stub Date”.

Once you have opened the “Direct Deposit Advice” you can print it for your records, or just view it online.

If you need to view a “Direct Deposit Advice” from a prior year, click here and it will take you back to the year menu.

If you have any problems accessing UVLink, please contact the IT Help Desk at extension 8888. If you have any payroll concerns, please contact the Payroll Department at extension 8841.