



**STEPHEN F. AUSTIN
STATE UNIVERSITY**
THE UNIVERSITY OF TEXAS SYSTEM
NACOGDOCHES, TEXAS

Instructions to View Pay Stubs in mySFA:

- Login to mySFA
- Select **Employee** Tab
- Select **Pay Info**
- Select **Pay Stub**
- Select correct year using drop down box (defaults to current year)
- Click **Display**
- Select pay stub date
- Click on **Printer Friendly** button to display full stub for printing
- Follow your browser's instruction to print