

Beginning Wednesday, October 1st, there are three ways to securely access your pay data:

- 1. ipay.adp.com
- 2. Mobile apps for both android and apple devices
- 3. Via Telephone at 1-877-894-5681. Our client ID for phone access is: 061404

What you need to do now:

For options one and two, go to ipay.adp.com first, click the Register Now button and enter **UniMechCon-register** when prompted for the registration code.

The site will ask you to identify yourself with your name and social security number. You will be assigned a user name and then be asked to create a password. Be sure to write down your user name and password so you can access the system again.

You're done!

If you have any questions regarding the new payday system, please contact <u>Rich Munoz</u> or Clarice Olson.

You can also now download the mobile app and securely access your pay detail.