

# University of Massachusetts Amherst HR Direct Access Your Pay Statement Online

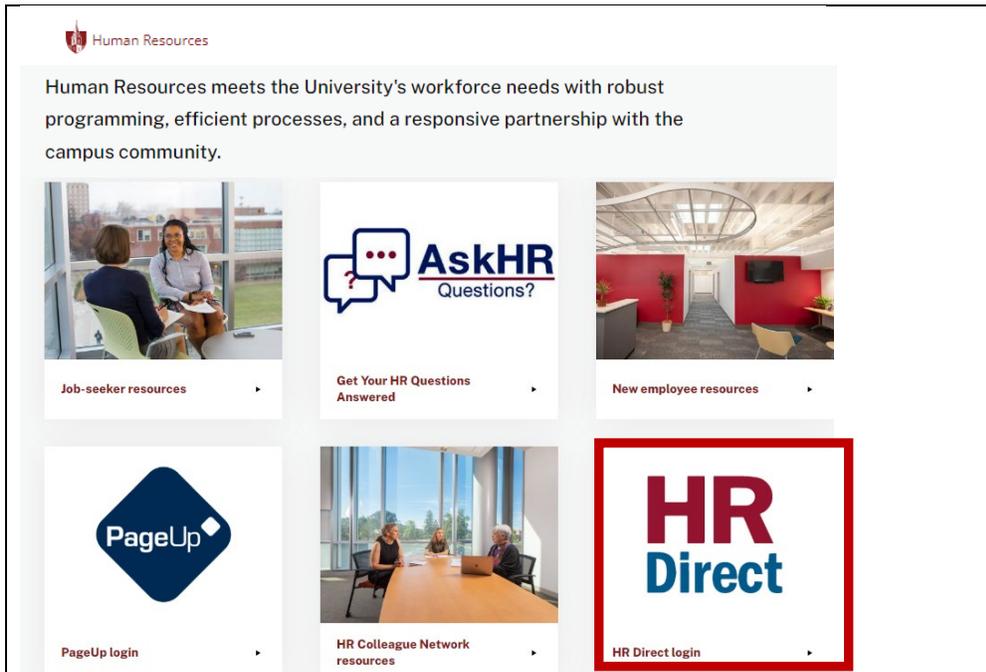
To access your UMass pay statement online you must:

1. Know your UMass NetID and password
2. Enroll in two-step multi-factor authentication ([www.umass.edu/it/authentication](http://www.umass.edu/it/authentication)) to access the University's payroll system, HR Direct
3. Disable your pop-up blockers for the HR Direct website in your internet browser to access your UMass pay statement as a PDF.

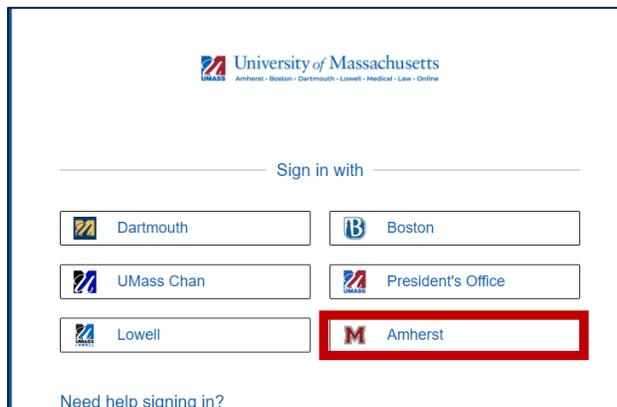
Please consult the University's Information Technology helpdesk (A109 Lederle Graduate Research Center/ telephone: 413-545-9400) if you require assistance with your NetID, authentication or pop-up blockers.

To access your UMass pay statement online:

Navigate to [www.umass.edu/hr](http://www.umass.edu/hr) in an internet browser and click on "HR Direct Login"



Click on "Sign in with"  Amherst



# University of Massachusetts Amherst HR Direct Access Your Pay Statement Online

Sign in using your University NetID & password (your SPIRE ID & password).

UMassAmherst

## Sign in

type your umass e-mail address here

[Can't access your account?](#)

[Back](#) [Next](#)

Sign-in using your UMass NetID in the format NetID@umass.edu [Change my password](#)



UMassAmherst

(your UMass e-mail address appears here)

## Enter password

Password

[Forgot my password](#)

[Sign in](#)

Sign-in using your UMass NetID in the format NetID@umass.edu [Change my password](#)

You will be prompted to **authenticate** your identity. Open your Authenticator app and enter the number that appears on the screen (sample below):

UMassAmherst

(your UMass e-mail address appears here)

## Approve sign in request

Open your Authenticator app, and enter the number shown to sign in.

**##**

No numbers in your app? Make sure to upgrade to the latest version.

Don't ask again for 30 days

[I can't use my Microsoft Authenticator app right now](#)

[More information](#)

Sign-in using your UMass NetID in the format NetID@umass.edu [Change my password](#)

From the **Employee Self Service Homepage** select Payroll to access your pay statements:

Employee Self Service ▾

Payroll

Last Pay Date **03/15/2024**

# University of Massachusetts Amherst HR Direct Access Your Pay Statement Online

A list of pay statements will be displayed.

Click on the arrow to the right of the paycheck you wish to view:

Check Date	Company	Pay Begin Date / Pay End Date	Net Pay	Paycheck Number
03/15/2024	Commonwealth of Massachusetts	02/25/2024 03/09/2024	dollar amount here	13552198
03/01/2024	Commonwealth of Massachusetts	02/11/2024 02/24/2024	dollar amount here	13520266

Your bi-weekly paystatement will open as a PDF in a new window. If it does not, make sure you have disabled pop-up blockers for this website in your internet browser.

From this same screen you can also use the filter icon to view a different date range of paystatements:

Check Date	Company	Pay Begin Date / Pay End Date	Net Pay	Paycheck Number
03/15/2024	Commonwealth of Massachusetts	02/25/2024 03/09/2024	dollar amount here	3552198
03/01/2024	Commonwealth of Massachusetts	02/11/2024 02/24/2024	dollar amount here	13520266

Click on Paycheck Details to **view the details behind any pay statement** (rate of pay, hours paid, accrued time used, etc.)

Check Date	Company	Pay Begin Date / Pay End Date	Net Pay	Paycheck Number
03/15/2024	Commonwealth of Massachusetts	02/25/2024 03/09/2024	dollar amount here	3552198
03/01/2024	Commonwealth of Massachusetts	02/11/2024 02/24/2024	dollar amount here	13520266



Paycheck Issue Date	Earnings Begin Date	Earnings End Date	Earnings Description	Rate	Hours	Earnings Amount
2024-03-15	2024-02-25	2024-03-02	Regular	Hourly pay rate appears in this column.	37	Gross payment appears in this column.
2024-03-15	2024-02-25	2024-03-02	Sick Time		3	
2024-03-15	2024-03-03	2024-03-09	Regular		40	
2024-03-01	2024-02-11	2024-02-17	Regular		38.5	
2024-03-01	2024-02-11	2024-02-17	Vacation Time		1.5	
2024-03-01	2024-02-18	2024-02-24	Family Sick Time		4.75	
2024-03-01	2024-02-18	2024-02-24	Regular		35.25	