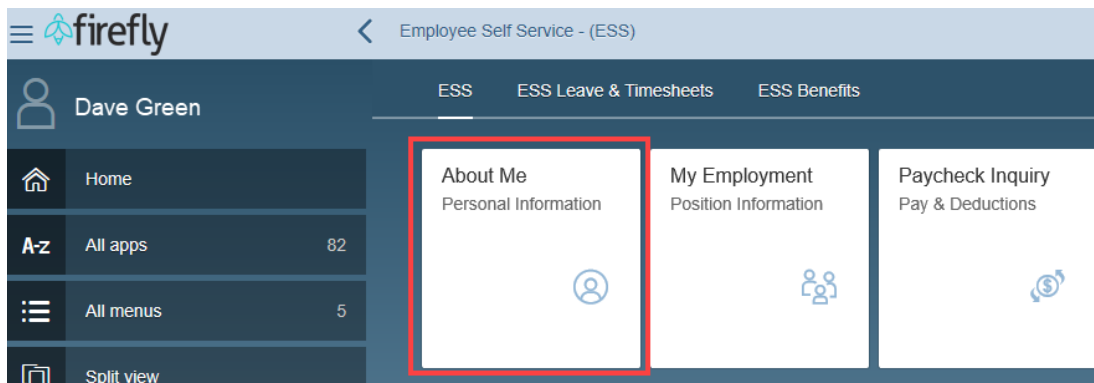



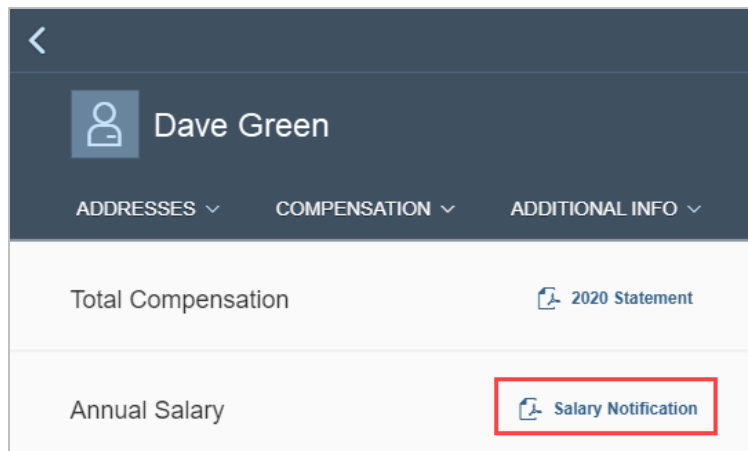
Annual salary notifications available by July 1, 2021


Salary notifications* will be available in Firefly by July 1, 2021. At that time, the previous years' salary notification **will no longer be available**. To retain a copy, print or download the PDF before June 30th.

To access the salary notification in Firefly, click the **Employee Self Service** tile, then **About Me** tile.



Scroll down to Compensation and click on  [Salary Notification](#).



The salary notification will open in PDF format. Save the PDF and/or print by clicking on  at the bottom right of the screen.

This *Annual Salary Notification* link will remain in ESS until the following year and only the current year's notification will be accessible. Request assistance from a campus help desk for any issues within Firefly or opening the PDF file. Contact your supervisor if you have salary questions.

*Not every employee at the University will receive a salary notification via Employee Self Service (ESS). Employees who do not receive a notification will see the following message, "*Annual salary notification not available. Please contact your supervisor.*"