Instructions for Viewing Paystubs Online

To find the instructions on how to view your paystub online please follow these steps:

1. From the HPU homepage, go to "Quick Links".
2. Then click "HPU Gateway" under the "Faculty and Staff" tab.

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QUICK LINKS

Howard Payne University > Quick Links

STUDENTS

HPU Email & Office 365
HPU Gateway
User Account Claim for New Students
Events
Bookstore
Form 1098-T
Wellness Center

ACADEMICS

Blackboard
Library Instruction Request Form
Class Schedule – May, Summer and Fall 2017
HPU Catalog
Exam Schedule – Spring 2017

FACULTY AND STAFF

HPU Webmail
HPU Gateway
Institutional Effectiveness Planning Module
HPU Purchasing
PowerCampus Analytics
Employee Wellness Program (PDF)

3. Log into the Gateway using your normal HPU login credentials

HPU Gateway

Sign in with your HPU username and password

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Sign in

Problems logging in? Contact Information Technology Services at 325-649-8840 or helpdesk@hputx.edu.

4. Once you have logged into the Gateway, on the left side you will see a drop down menu appear when you click the "Menu" button. Select "Portal Information".

5. Under "Employee How to Documents", you will find a PDF document containing further instructions for accessing your paystub as well as other documents and processes.