

JPPSS is live with ePayroll

How to...

You can access and manage your pay information online or via the phone.



Online



1) Go to: <https://epayroll.theworknumber.com/jppss>

or

Google search Jefferson Parish Public School System

Choose Employee tab

Choose Employee resources (to the left)

Choose E-Payroll link

Login to your account:

- a) Enter your employee ID number (if your ID number begins with a letter, you must use a capital letter)
- b) Enter your PIN (1st time you enter your pin you must use the last 4 digits of you SS# and the **4 digits** of your **year** of birth.)
Once you are in, you will be prompted to change your pin.
- c) Select an Option:
 - paystub review -personal information
 - employment verification -w-4 changes
 - direct deposit maintenance

Phone

- 1) Call : 1-800-518-3729
 - To Review Your Paystub, Press 1
 - To Update Your Direct Deposit Accounts, Press 2
 - To Check the Status of a Fax Request, Press 3
 - To Change Your PIN, Press 4
 - To Repeat this Menu, Press #
- 2) To End this Call, Press *

Please note: Newly hired employees will not be able to access account until their 1st paycheck has been run.

For more information, contact your Payroll Department 349 7600

