



Sign Up For **Direct Deposit!**
Check Your Pay Stub!
Change Your Address!
Need an Employment Verification Document?

Go to 

<http://atyourservice.ucop.edu/>

1. Click **"Sign in to My Accounts"** button
2. Select **"New to UC and have a temporary password"**
3. Click **"Continue"**
4. Enter *your social security number*
5. The password is:
the eight digits of your birth date
(i.e. June 17, 1976 is entered as "06171976")
6. Follow the rest of the instructions as prompted

*If there are any problems, contact UC Hastings Human Resources at (415) 565-4703 or
HumanResources@uchastings.edu.