HOW TO READ YOUR PAY STUB IN THE BEST ADVANTAGE SYSTEM – HCM APPLICATION

1 — Employee Information. Displays your employee name and ID. This is used to identify you in the HCM System.

2 — Tax Info. Displays Income tax withholding information, your allowances, marital status and exempt status when applicable.

3 — Hours & Earnings. Displays all types of earnings that count as income, such as regular pay/hours, shift differentials, overtime, incentives, etc.

4 — Rate. Displays your hourly rate depending on how you are paid.

5 — Hours. Displays the number of hours you worked.

6 — Employer Paid Benefits. Displays Benefits and total amounts paid for by your employer

7 — Before Tax Deductions. Displays the deductions/reductions taken from your earnings before taxes are calculated and withheld. These IRS defined items include pre-tax deductions such as:
- Medical, dental, and vision premiums
- Flexible Spending Accounts (Health & Dependent Care Plans)
- Deferred Compensation/Tax Sheltered Annuities
- The Earned Salary Advance (ESA) reduction
- CalPERS/CalSTRS Employee contributions

8 — Taxes. Displays statutory taxes taken after income taxes are calculated and withheld may include:
- Social Security (OASDI) tax
- Medicare (MEDICARE) tax
- Federal Withheld tax (FW State Withheld tax (SWT)

9 — After-Tax Deductions. Displays additional or voluntary deductions taken after taxes which may include:
- Credit Union Deductions
- Supplemental Life Insurance
- Union and/or Association Dues
- State Disability Insurance Premium (SDI), if applicable
- Medical, dental, and vision premiums
- Flexible Spending Accounts (Health & Dependent Care Plans)

10 — Leave Balances. Reflects sick and vacation balances based on your eligibility for the leave type.

11 — Subject Gross YTD. Displays taxable gross dollar amount which forms the basis to calculate taxes.

12 — Direct Deposit. Can be distributed to multiple accounts.

13 — Net Pay. Reflects the total net amount of your paycheck.

Sample Pay Stub

DISTRICT: XXXXX – DISTRICT/AGENCY NAME	PAY LOCATION ID: ABC123	PAYROLL NUMBER: ABC123	CHECK DATE: MM-DD-YYYY	WARRANT NUMBER: 12345678

EMPLOYEE INFORMATION

EMPLOYEE NAME:
EMPLOYEE ID: 000000XXXX

DISTRICT: DISTRICT/AGENCY STREET ADDRESS CITY, STATE, ZIP

TAX INFO

	FEDERAL	CA STATE
MARITAL STATUS:	SINGLE	SINGLE
ALLOWANCE:	0	0
EXEMPT STATUS:		

PAY FREQUENCY: SEMI-MONTHLY
PAY BEGIN DATE: 08-01-2020   PAY END DATE: 08-15-2020

HOURS AND EARNINGS

DESCRIPTION	BEGIN DATE	END DATE	RATE	HOURS	EARNINGS
REGULAR PAY	08-01-2020	08-15-2020	$9,224.10	86:41	$9,224.10
DRPER	08-01-2020	08-15-2020			$135.37
AUTO ALLOWANCE	08-01-2020	08-15-2020			$270.74

TOTAL EARNINGS: $9,630
GROSS EARNINGS YTD: $68,398.03

EMPLOYER PAID BENEFITS

DESCRIPTION	CURRENT	YTD
MEDICARE ER CON	$139.64	$991.77
OASDI ER TAX	$597.08	$4,240.68
CA UNEMPLOYMENT	$0.00	$29.40
PERS C DIST CON	$1,909.32	$13,004.04
PERS SCH C DSC	$28.02	$190.86
PERS CHOICE ER	$856.61	$2,569.83
DELTA DENTAL ER	$91.18	$273.54
VSP EMPLOYER	$11.12	$33.36
GROUP TERM LIFE	$4.48	$13.44
TOTAL:	**$3,637.45**	**$22,228.42**

BEFORE-TAX DEDUCTIONS

DESCRIPTION	CURRENT	YTD
PERS SCH C SCP	$9.48	$66.36
PERS C MEM CON	$645.66	$4,519.62
TOTAL:	**$655.14**	**$4,585.98**

TAXES

DESCRIPTION	CURRENT	YTD
FED INCOME TAX	$2,003.26	$14,356.86
STATE INCOME TX	$759.19	$5,415.25
MEDICARE EE TAX	$139.64	$991.77
OASDI EE TAX	$597.08	$4,240.68
TOTAL:	**$3,499.17**	**$25,004.56**

AFTER-TAX DEDUCTIONS

DESCRIPTION	CURRENT	YTD
TOTAL:	**$0.00**	**$0.00**

LEAVE BALANCES

DESCRIPTION	ACCRUED	USED	ENDING BAL
SICK	00:00	00:00	1232:48
VACATION	00:00	00:00	80:38

SUBJECT GROSS YTD

FED TAXABLE GROSS	$63,812.05
STATE TAXABLE GROSS	$63,812.05
MEDI TAXABLE GROSS	$68,398.03
OASDI TAXABLE GROSS	$68,398.03
CA SDI TAXABLE GROSS	$0.00

DIRECT DEPOSIT

DIRECT DEPOSIT	ACCT#	AMOUNT
CHECKING	0703	$5,475.90
NET PAY:		**$5,475.90**

Los Angeles County Office of Education
Serving Students • Supporting Communities • Leading Educators

Business Enhancement System Transformation (BEST) Project