Office of the NEW YORK STATE

COMPTROLLER

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NYS PAYROLL ONLINE

The Office of the New York State Comptroller has implemented a new service, NYS Payroll Online, which allows you to view and update your employee payroll information and opt out of paper statements and W-2s. It also gives you greater control in managing your tax withholdings.

With NYS Payroll Online, you can:

- View and print your pay stubs and W-2s
- View direct deposit accounts
- Opt out of receiving printed pay stubs and/or W-2s
- Update your tax withholdings
- Update your email address

Office of Court Administration
Help Desk

1-800-622-2522

helpcenter@nycourts.gov

LOG INTO PAYROLLONLINE *

1. Go to: www psonline.osc.ny.gov.
2. Enter your Payroll Online username provided by e-mail and click the Forgot My Password link.
3. Complete the one-time verification process using your nine-digit NYS Employee ID found on your pay stub.
4. Contact helpcenter@nycourts.gov if you do not know your Payroll Online username or require further assistance.

*New employees will be provided a username within two months of their start date from SecurityAdminUnit@nycourts.gov.

VISIT THE OSC WEBSITE FOR MORE INFORMATION

The NYS Payroll Online webpage links you to:

- An online demo
- Job aids to help you use the online service
- Agency Coordinator listing
- An online survey that invites you to tell us what you think about this new service

Visit ocs.state.ny.us payroll nyspo.htm

NYS PAYROLL ONLINE IS EXPANDING

In the subsequent phases, you will be able to:

- Update your name and home address
- Update direct deposit account information