COVID-19: Expect Changes in Paper Paycheck Distribution

Per guidance from UMS Health Advisory, it's quite likely that the building you would normally visit to pick up a paper check is already or will soon be closed and if your paycheck is normally delivered to your office, that may no longer be an option. This will cause an interruption with the normal paycheck delivery process. Here are the steps we're recommending if you didn't receive a paycheck or are expecting a paycheck:

1. **Sign up for Direct Deposit** immediately to avoid possibility of another lost paycheck.
   
   ![Warning](image)
   
   Student workers must set up Direct Deposit via Employee Self-Service and the Student Center.

2. **Verify/update your address** to ensure USPS delivery.
3. Check with your campus to see if normal distribution has changed.
4. Contact payroll@maine.edu to report lost paycheck.