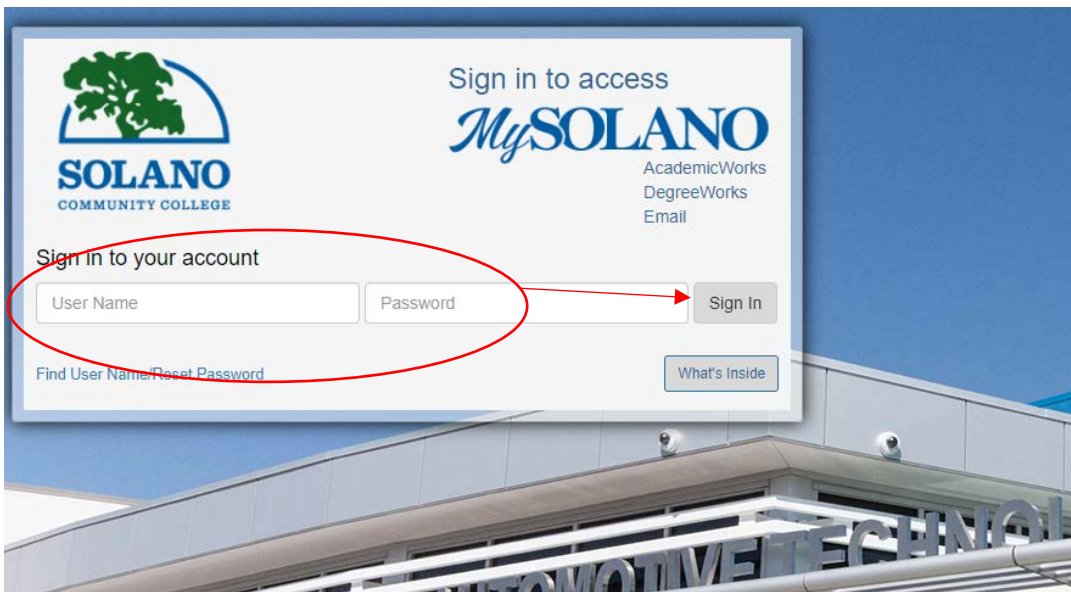




How to View Your Sick Leave in My Solano

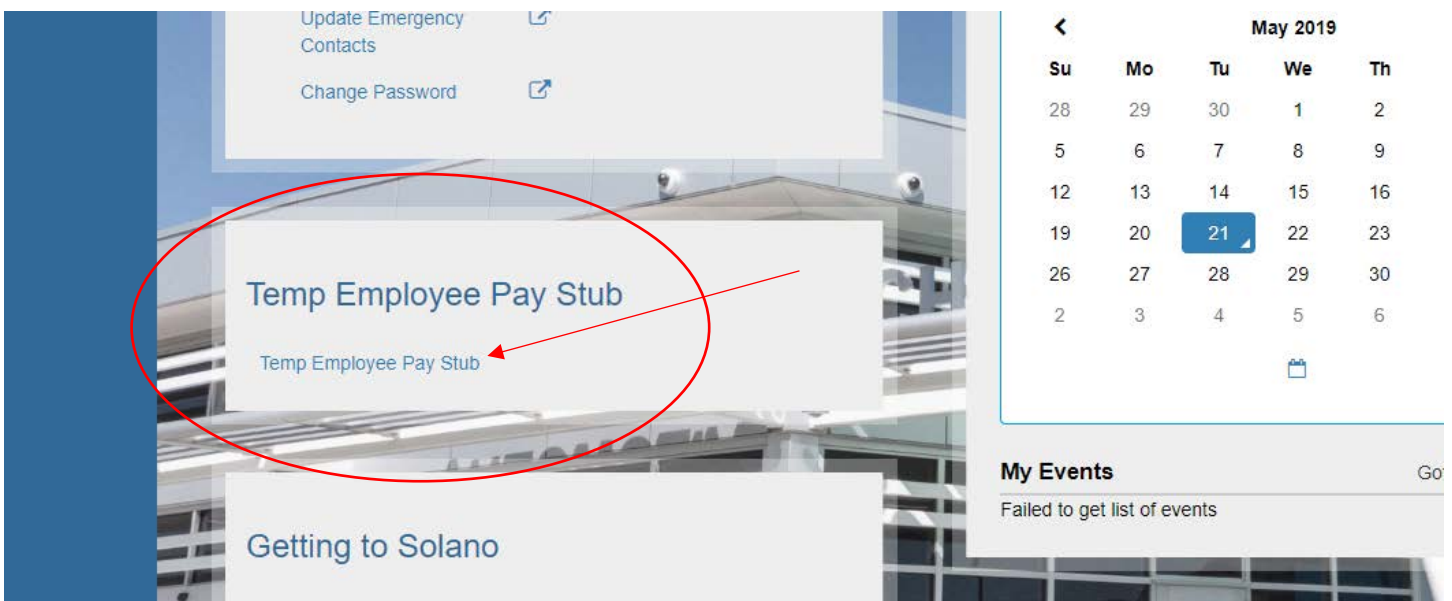
STEP 1

Log into your My Solano account:



STEP 2

On the homepage, scroll down to "Temp Employee Pay Stub" and click on the link:



STEP 3

You will see the menu to view your pay stub. Click on "Return to Menu" to view other employee options:



Personal Information Student **Employee** Financial Aid

Search

Pay Stub

Choose a year and then select Display.

Pay Stub Year: 2019 ▾

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[RETURN TO MENU](#) [SITE MAP](#) [HELP](#)

A red circle highlights the "RETURN TO MENU" link in the top right corner of the page. A red arrow points from the bottom of the circle towards the text.

Zoom in view:

[RETURN TO MENU](#) [SITE MAP](#) [HELP](#) [EXIT](#)

A red circle highlights the "RETURN TO MENU" link in the zoomed-in view. A red arrow points from the bottom of the circle towards the text.

STEP 4

You will see the menu to view other employee options. Click on "Leave Balances":



[Personal Information](#) [Student](#) **[Employee](#)** [Financial Aid](#)

Search

Employee

Benefits and Deductions

Retirement, health, flexible spending, miscellaneous, Benefit Statement.

Jobs Summary

Leave Balances

Pay Stub

RELEASE: 8.8.3

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STEP 5

You will see your sick leave balance here:

[Personal Information](#) [Student](#) **[Employee](#)** [Financial Aid](#)

Search

Leave Balances

SPECIAL NOTICE: [Personal Necessity Hours](#) are Number of Hours USED and NOT AVAILABLE BALANCE as Stated.

List of Leave Types

TYPE of Leave	Hours or Days Available	Beginning Balance Earned as of May 21, 2019	Taken as of May 21, 2019	Available Balance as of May 21, 2019	Available Balance as of May 21, 2019
Sick Lv for Temps/Student Wrks Hours	8.33	.00	.00	8.33	8.33

[Pay Stub]

RELEASE: 8.13.15