HOW TO SEE YOUR PAYSLIPS

Access to your payslip on a smartphone is now available via Imperial Mobile application at
www.imperial.ac.uk/imperial-mobile

You will see three options:

Web version (works on any mobile phone and no download is required) and two Imperial Mobile application options for **iPhone** or **Android** (both require application download and installation). Select the option which suits you best (for older iPhone models we recommend using the Web version):
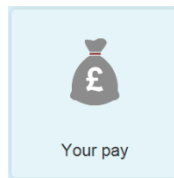
View the web version >

Download from the App Store >

Download from Google Play >

If you have had Imperial Mobile application for some time please logout and login again to refresh your view to add **Your pay** tile.

If you are accessing Imperial Mobile for the first time, select **Student/Staff** profile, accept Terms of Use and enter your College username and password. Find **Your pay** tile in the view:

Your pay

Clicking on **Your pay** tile will open a new screen. Enter your College username and password

Scroll down to see your last payslip.
For previous payslips scroll down to the bottom. You can select a year to view. To open monthly payslips click on the **+** sign.
To navigate back to the home screen of the Imperial Mobile use your device **Back** button.

If you have problems please contact ICT:
In person: Visit the West Wing, 4th Floor, Sherfield Building, South Kensington Campus
By phone: **+44 (0)20 7594 9000** or **49000** from a College telephone
Online: **ASK ICT** (https://imperial.service-now.com/ict/)