

Subject: Change to log-in for UGA Employee Self-Service Website

To: Faculty and staff

From: Enterprise Information Technology Services (EITS)

Re: UGA Employee Self-Service website login change

UGA's Self-Service website for employees (employee.uga.edu) will include a new process to log in to the site, effective the weekend of December 6-7.

The Self-Service website includes personal job-related resources for employees, such as their paychecks, W-2s and leave balances.

You will no longer be asked to provide your MyID and password directly on the home page.

Instead, you will click on a button on the Self-Service home page that will redirect you to UGA's Central Authentication Service (CAS) login page, which is used by multiple UGA online services.

After providing your MyID and password on the CAS website, you will be logged in to the Self-Service website.

Once logged in to the site, you may be asked to provide your MyID and password again for specific external functions linked within Self-Service, such as Parking Services.

To follow the technical progress of this change, please visit the EITS Status page at <http://status.uga.edu/incident?id=23612>

The UGA Self-Service website is available employee.uga.edu.