



Center for
Human
Resources

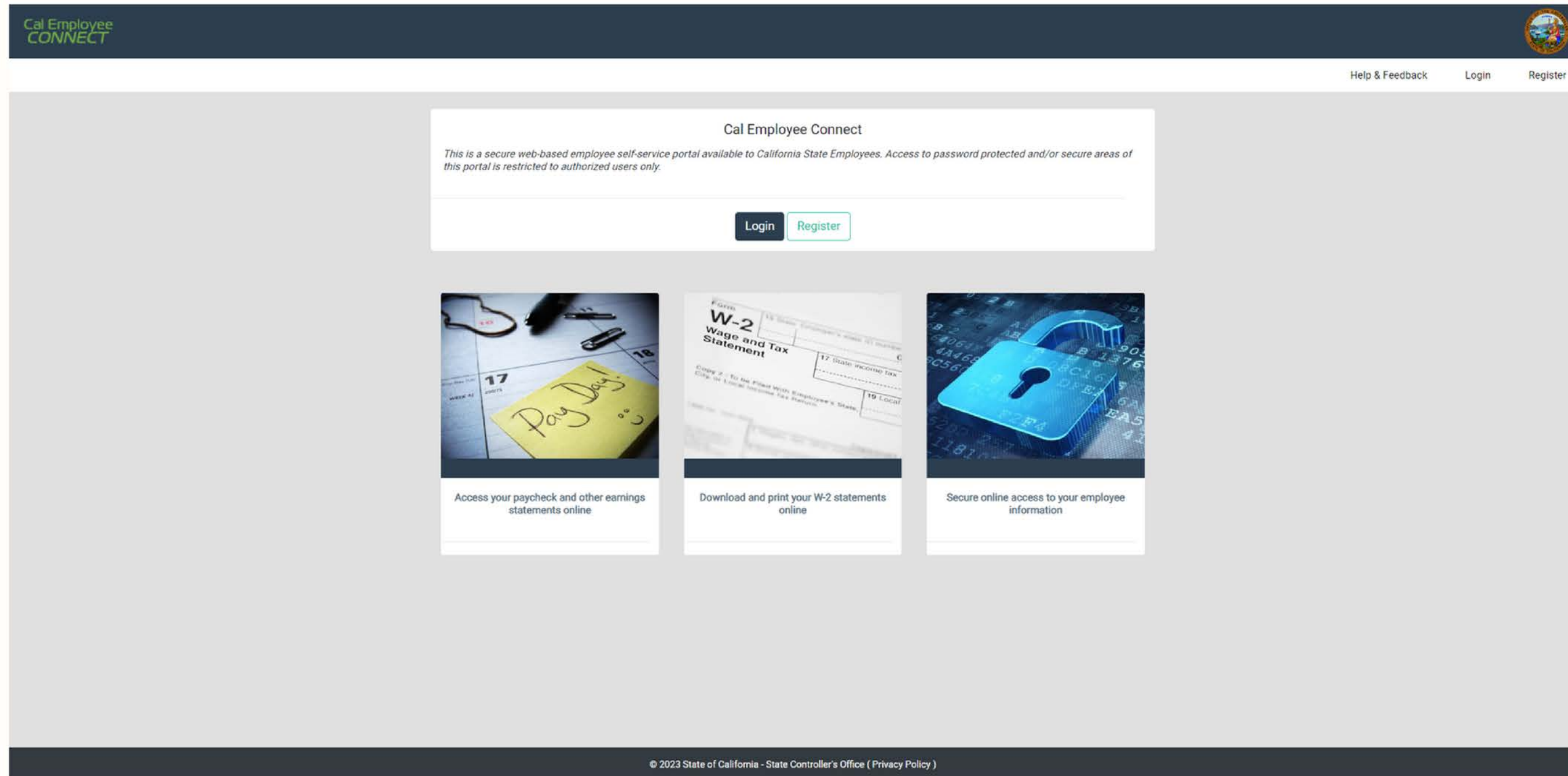
Registering with Cal Employee Connect

Registering with Cal Employee Connect

To register with Cal Employee Connect (CEC) you will need your social security number, date of birth, and information from your paystub. You will not be able to register until you have received your first paystub in the mail.

Registering with Cal Employee Connect

Go to <https://connect.sco.ca.gov/> and click register.



Registering with Cal Employee Connect

Read the statement and click continue.

Cal Employee
CONNECT

Help & Feedback Login Register

Registration

(Getting Started)

Registration is easy and only takes a few minutes.

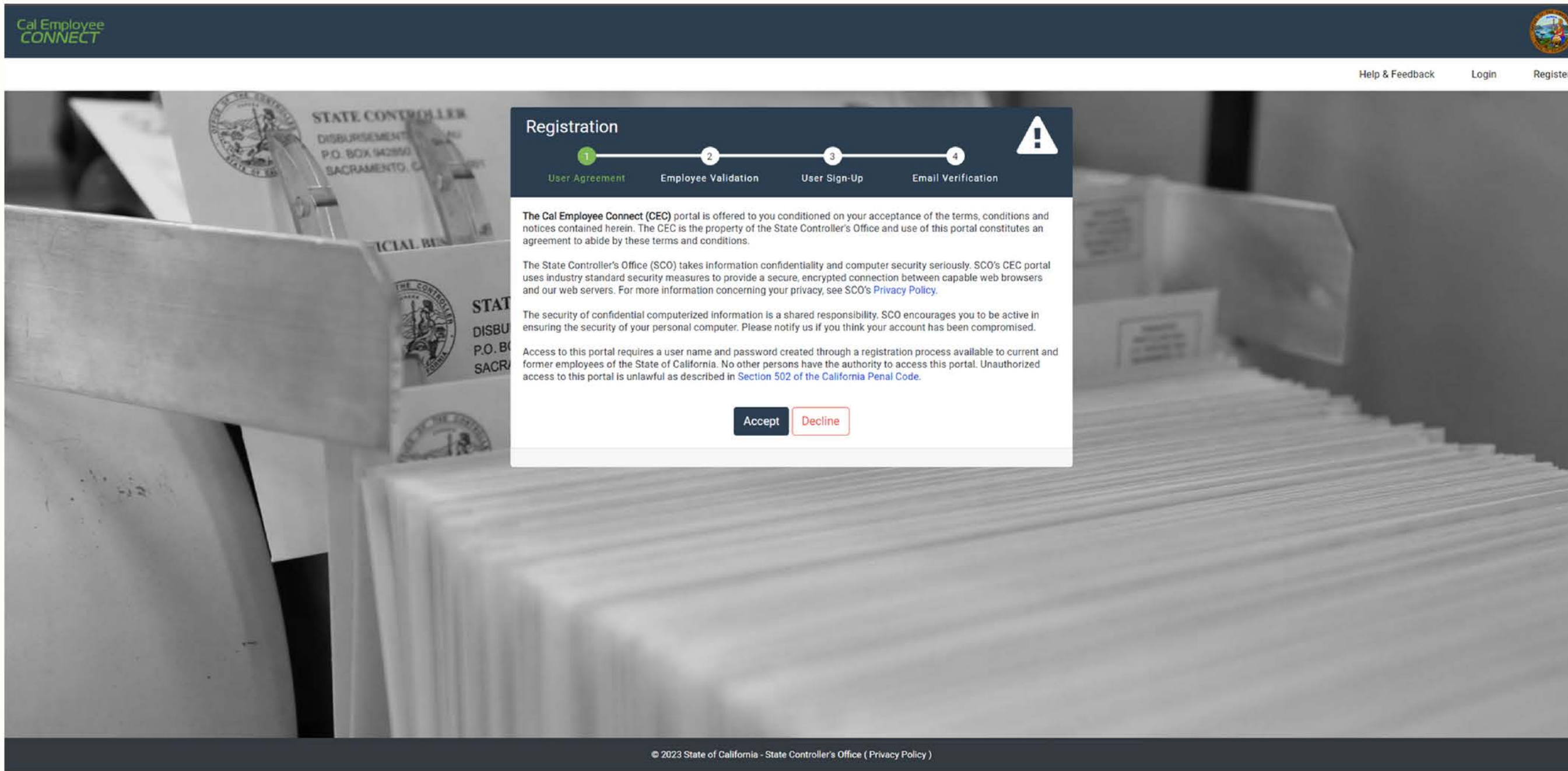
You need to provide your Social Security Number, date of birth, and some information from an earnings statement with an issue date between January 2017 and today. An earnings statement could be a direct deposit or warrant notice. Upon successful validation, you will be asked to enter your email address and create a user name and password.

Continue Cancel

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Registering with Cal Employee Connect

Read the user agreement and click accept.



The screenshot displays the Cal Employee Connect (CEC) registration interface. At the top, the header includes the "Cal Employee CONNECT" logo on the left and navigation links for "Help & Feedback", "Login", and "Register" on the right. The main content area features a "Registration" progress bar with four steps: "1 User Agreement" (highlighted in green), "2 Employee Validation", "3 User Sign-Up", and "4 Email Verification". A warning icon is present at the end of the progress bar. Below the progress bar, the "User Agreement" text is displayed, stating that the CEC portal is offered on the condition of accepting the terms and conditions. It also mentions that the State Controller's Office (SCO) takes confidentiality and security seriously and provides a secure, encrypted connection. The agreement further states that access to the portal requires a user name and password created through the registration process, and that unauthorized access is unlawful as described in Section 502 of the California Penal Code. At the bottom of the agreement, there are two buttons: "Accept" (in a dark blue box) and "Decline" (in a red-outlined box). The background of the registration window shows a blurred image of a stack of papers with "STATE CONTROLLER" and "DISBURSEMENT" stamps.

Cal Employee
CONNECT

Help & Feedback Login Register

Registration

1 User Agreement 2 Employee Validation 3 User Sign-Up 4 Email Verification

The Cal Employee Connect (CEC) portal is offered to you conditioned on your acceptance of the terms, conditions and notices contained herein. The CEC is the property of the State Controller's Office and use of this portal constitutes an agreement to abide by these terms and conditions.

The State Controller's Office (SCO) takes information confidentiality and computer security seriously. SCO's CEC portal uses industry standard security measures to provide a secure, encrypted connection between capable web browsers and our web servers. For more information concerning your privacy, see SCO's [Privacy Policy](#).

The security of confidential computerized information is a shared responsibility. SCO encourages you to be active in ensuring the security of your personal computer. Please notify us if you think your account has been compromised.

Access to this portal requires a user name and password created through a registration process available to current and former employees of the State of California. No other persons have the authority to access this portal. Unauthorized access to this portal is unlawful as described in [Section 502 of the California Penal Code](#).

Accept Decline

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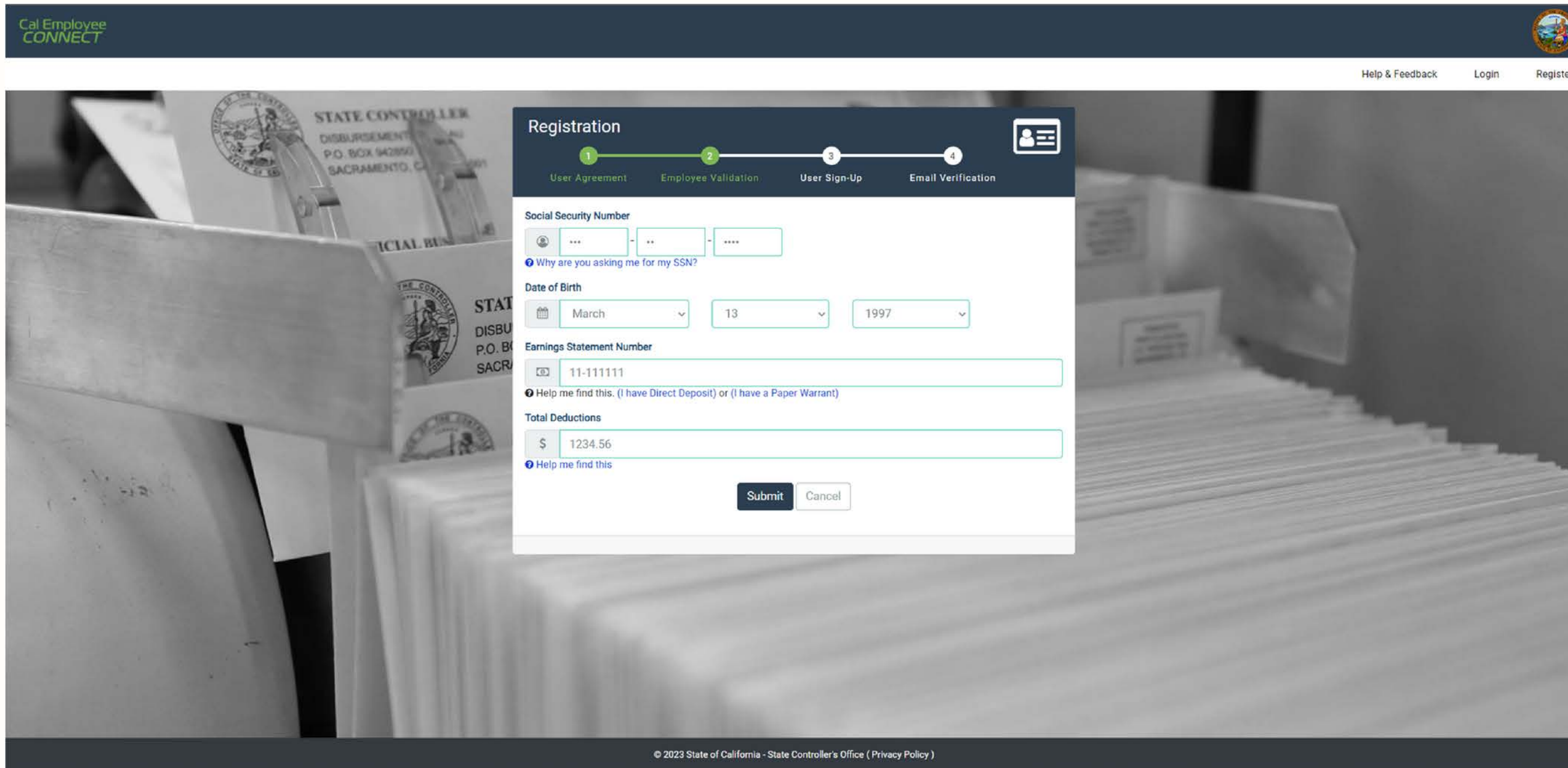
Registering with Cal Employee Connect

Select CSU, San Diego, type 250 for the Agency Code, complete the reCAPTCHA and click Submit.

The screenshot shows the Cal Employee Connect registration interface. At the top, the 'Cal Employee CONNECT' logo is on the left, and 'Help & Feedback', 'Login', and 'Register' links are on the right. The main content area is titled 'Registration' and features a progress bar with four steps: 1. User Agreement, 2. Employee Validation, 3. User Sign-Up, and 4. Email Verification. A warning icon is present at the end of the progress bar. Below the progress bar, a message states: 'Before starting the registration process, we will need to know what department you work for. Please select your department from the drop-down list and enter the agency code from your earnings statement.' The 'Department' field is a dropdown menu with 'CSU, San Diego' selected. Below it, a link asks 'What if my department isn't listed?'. The 'Agency Code' field is a text input with '250' entered, and a link below it asks 'Help me find this'. A reCAPTCHA widget is displayed, showing a green checkmark and the text 'I'm not a robot'. At the bottom of the form are 'Submit' and 'Cancel' buttons. The background of the registration window shows a blurred image of a filing cabinet with labels like 'STATE CONTROLLER', 'DISBURSEMENT', and 'P.O. BOX 942850 SACRAMENTO, CA'. A footer at the bottom of the page reads '© 2023 State of California - State Controller's Office (Privacy Policy)'.

Registering with Cal Employee Connect

Enter your Social Security Number, Date of Birth, Earnings Statement Number and Total Deductions.



The screenshot shows the 'Registration' form for Cal Employee Connect. The form is overlaid on a background image of a shredder processing documents. The form includes a progress bar with four steps: 1. User Agreement, 2. Employee Validation, 3. User Sign-Up, and 4. Email Verification. The current step is 2, Employee Validation. The form fields are:

- Social Security Number:** A field with a mask showing '*** - ** - ****'. Below it is a link: 'Why are you asking me for my SSN?'.
- Date of Birth:** A field with three dropdown menus for month, day, and year. The selected values are 'March', '13', and '1997'.
- Earnings Statement Number:** A field with a mask showing '11-111111'. Below it is a link: 'Help me find this. (I have Direct Deposit) or (I have a Paper Warrant)'.
- Total Deductions:** A field with a dollar sign and a mask showing '1234.56'. Below it is a link: 'Help me find this'.

At the bottom of the form are two buttons: 'Submit' and 'Cancel'.

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Registering with Cal Employee Connect

How to find your Earning Statement Number

Direct Deposit

Earnings Statement Number			
STATEMENT OF EARNINGS AND DEDUCTIONS		OFFICE OF STATE CONTROLLER	
PAY PERIOD 02/18		SOC SEC NO	6789
ISSUE DATE 03/01/18		DIRECT DEP #	09-048921
S-02 STATE S-02		BANK TRANSIT	999999999
WY	TAXABLE GROSS	DEDUCTIONS	NET PAY
.66	5777.09	2745.79	3476.87
.82			
HOURS	GROSS	DEDUCTIONS	AMOUNT
6082.66	FEDERAL TAX	712.58	

Paper Warrant

Earnings Statement Number			
STATEMENT OF EARNINGS AND DEDUCTIONS		OFFICE OF STATE CONTROLLER	
PAY PERIOD 03/20		SOC SEC NO	1234
ISSUE DATE 04/01/20		WARRANT NO	05-734521
S-01 STATE S-01		BANK TRANSIT	999999999
WY	TAXABLE GROSS	DEDUCTIONS	NET PAY
.00	4691.34	1234.56	3456.78
.00			
HOURS	GROSS	DEDUCTIONS	AMOUNT
5186.00	FEDERAL TAX	1387.62	

PeopleSoft View Paycheck

Net Pay Distribution		
Payment Type	Paycheck Number	Account Type
Check	1234567	Issue Check

When using the paycheck number from PeopleSoft, add a 0 to the beginning and a dash after the first number (e.g. 01-234567)

Registering with Cal Employee Connect

How to find your Total Deductions

PeopleSoft View Paycheck

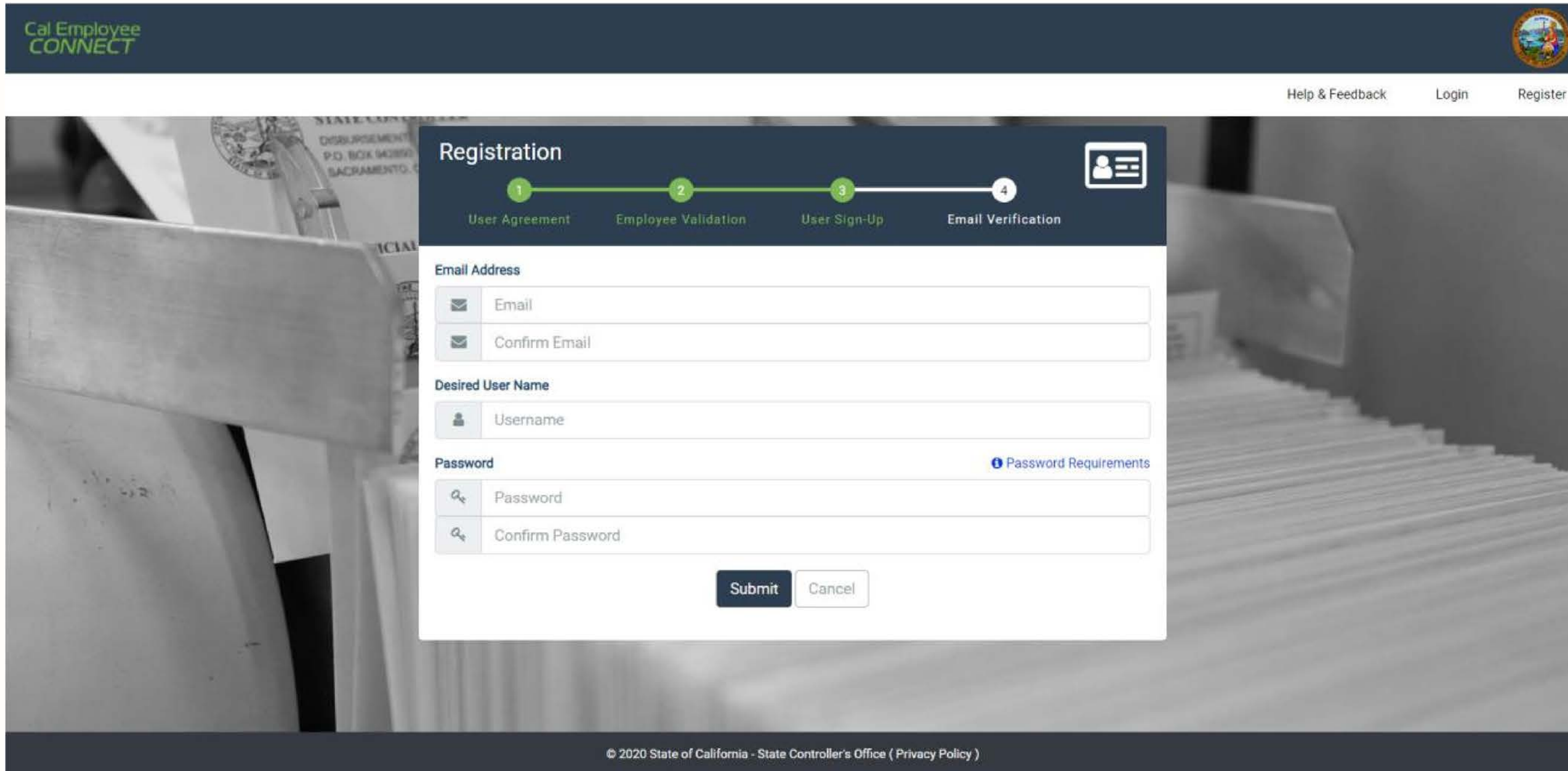
Paycheck Summary					
	Gross Earnings	Fed Taxable Gross	Total Taxes	Total Deductions	Net Pay
Current	5,053.27	775.92	1100.31	2865.93	2187.34

Paper Warrant

Total Deductions		
TAXABLE GROSS	DEDUCTIONS	NET PAY
5053.27	2865.93	2569.97
GROSS	DEDUCTIONS	AMOUNT
5295.90	FEDERAL TAX	775.92
140.00	STATE TAX	245.57
	*RETIREMENT	382.63
	SOC SEC	337.03
	MEDICARE	78.82
	CASDI	48.92
	EE ADM CHG	1.00

Registering with Cal Employee Connect

Complete the registration with your personal email. Create a username and password.
Click submit.



The screenshot shows the Cal Employee Connect registration interface. At the top, the 'Cal Employee CONNECT' logo is on the left, and the California state seal is on the right. Navigation links for 'Help & Feedback', 'Login', and 'Register' are positioned below the seal. The main content area features a 'Registration' modal with a progress bar showing four steps: 1. User Agreement, 2. Employee Validation, 3. User Sign-Up (the current step), and 4. Email Verification. The form fields include 'Email Address' with 'Email' and 'Confirm Email' inputs, 'Desired User Name' with a 'Username' input, and 'Password' with 'Password' and 'Confirm Password' inputs. A 'Password Requirements' link is located next to the password fields. At the bottom of the form are 'Submit' and 'Cancel' buttons. The footer of the page contains the copyright notice: '© 2020 State of California - State Controller's Office (Privacy Policy)'.

Cal Employee
CONNECT

Help & Feedback Login Register

Registration

1 2 3 4
User Agreement Employee Validation User Sign-Up Email Verification

Email Address

Email

Confirm Email

Desired User Name

Username

Password [Password Requirements](#)

Password

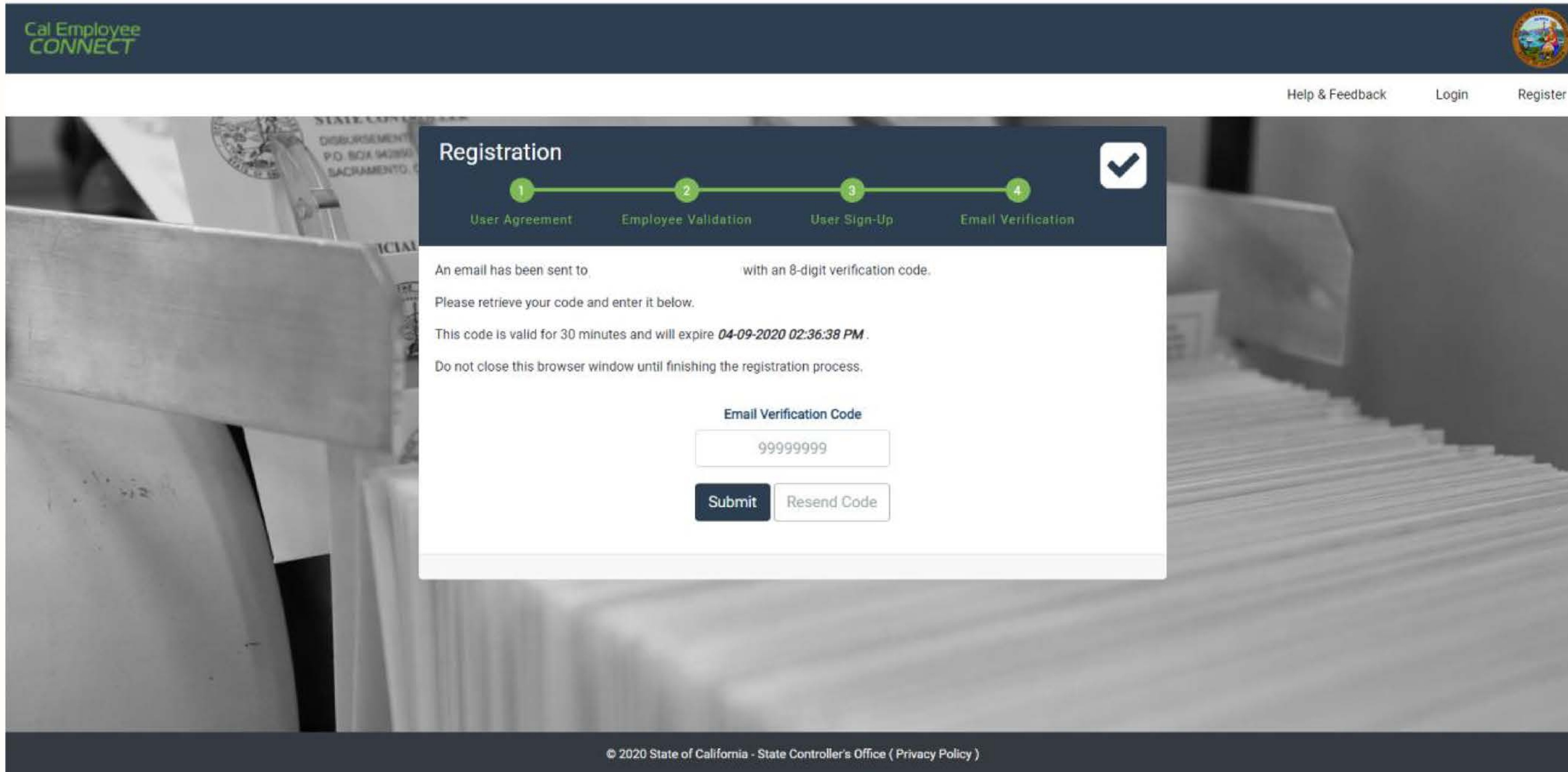
Confirm Password

Submit Cancel

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Registering with Cal Employee Connect

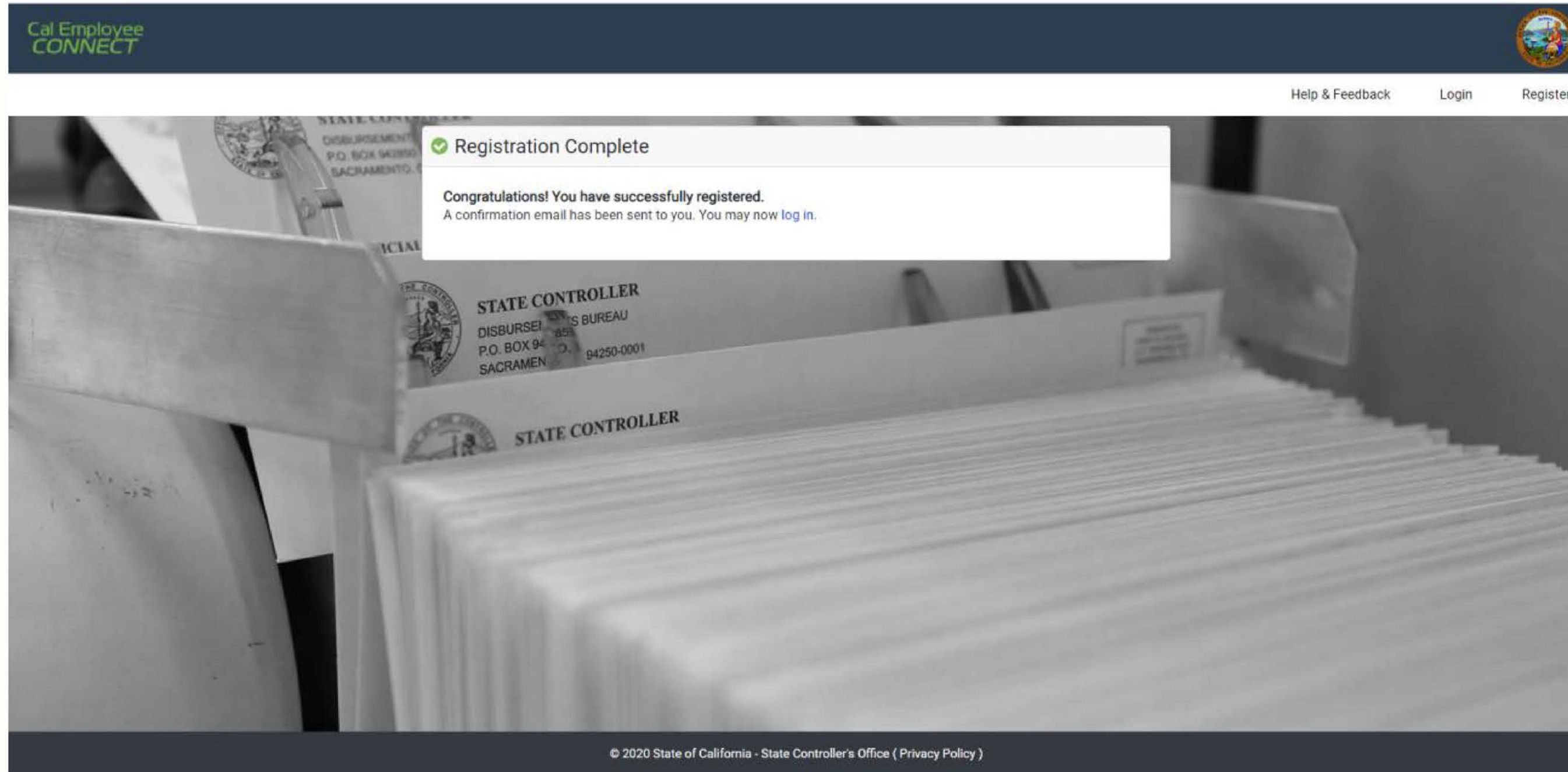
Enter the email verification code that was sent to your email.



The screenshot shows the Cal Employee Connect registration interface. At the top, the logo "Cal Employee CONNECT" is on the left, and the California state seal is on the right. Navigation links for "Help & Feedback", "Login", and "Register" are in the top right. The main content area features a "Registration" modal with a progress bar showing four steps: 1. User Agreement, 2. Employee Validation, 3. User Sign-Up, and 4. Email Verification (the current step, marked with a checkmark). The modal text states: "An email has been sent to [redacted] with an 8-digit verification code. Please retrieve your code and enter it below. This code is valid for 30 minutes and will expire 04-09-2020 02:36:38 PM. Do not close this browser window until finishing the registration process." Below this, there is a label "Email Verification Code", a text input field containing "99999999", and two buttons: "Submit" and "Resend Code". The footer of the modal displays "© 2020 State of California - State Controller's Office (Privacy Policy)".

Registering with Cal Employee Connect

Registration complete. You may now log in.



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SDSU

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