



CALIFORNIA
STATE UNIVERSITY
NORTHBRIDGE

University Cash Services

DECEMBER 2020 YEAR-END PAY WARRANT DISTRIBUTION

Bayramian Hall
Room 100R
Phone: (818) 677-8000 Option 1
Email: disbursements-l@csun.edu

GUIDELINES:

In order to remain consistent with current live paycheck distribution procedures during the COVID-19 pandemic, our Year-End Master Pay Warrant Distribution process occurring on December 31, 2020 will be as such:

Live checks pre-authorized for in-person pick-up, or belonging to PPM staff, will be distributed at University Cash Services (UCS) in Bayramian Hall on Thursday, December 31, 2020, between the hours of 12:00 PM – 2:00 PM. You must present your CSUN ID or a government issued ID.

All employees not on direct deposit or without a pre-authorization for in-person pick-up, will have their state payroll checks mailed out via U.S. Mail on December 31, 2020.

In order to ensure timely receipt of paychecks, please login to the myNorthridge portal and verify that your home address is accurate. You can do this by navigating to the Staff tab and accessing the Human Resources/Employee pagelet. In the pagelet, select update my personal info.