ELECTRONIC PAYSLIPS

You can view your payslips at https://is.cuni.cz/webapps/?lang=en (**Web applications of Charles University in Prague**).
In order to **log in** use your **personal number** (the number below your picture on your CU Employees Identification Card) and **password** from the CAS website (ldap1.cuni.cz/language/switch?lang=en).

After you log in choose the "Contact list (WhoIS)" application. Search for your name and in the section "Osobní údaje" (Personal data) choose "Výplatní pásky" (payslips) from the left menu.

In order to view you payslips it is necessary to **set up a new password** ("nastavit nové heslo pro výplatní pásky"). To do so click "poslat SMS s kontrolním kódem" (**send SMS with the verification code**). When you receive the SMS enter the verification code to the box "verifikační kód" and the new password in the boxes "nové heslo" (the new password) and "potvrzení nového hesla" (verification of the new password). The password musts contain at least six characters.

The list of payslips will appear. Choose the required payslip and click on "Získat výplatní pásku" (receive the payslip). After a few seconds the payslip is available for download.

Note:
If your **phone number** was not set in the Web applications of Charles University in Prague, please contact us at: Sidonia.Strnadova@fhs.cuni.cz.
You can check if your phone number is set in the applications in "Osobní údaje" (Personal data) – "Kontakty" (Contacts) – "SMS komunikace" (SMS communication).