



Texas A&M University-Corpus Christi requires all employees to be on Direct Deposit immediately upon employment...Sign up for direct deposit via SSO (Single Sign On)...



Direct Deposit Sign-up:

1. Go to: [SSO](https://sso.tamucc.edu) (Single Sign On)

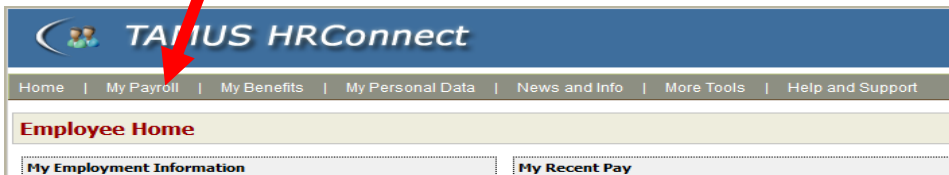
<https://sso.tamucc.edu>

2. Login to Single Sign On:
 - Enter your UIN (Universal Identification Number)
 - Enter your password
 - Click on the SUBMIT button

(NOTE: If this is the first time signing on, enter your UIN and click on the “**New Employee-Set up your password**” located below the SUBMIT button and follow the prompts)

3. From the SSO Menu click on “**HR Connect**”

4. Click on “My Payroll” tab



5. Click on “**My Direct Deposit**”



6. Click on “**Update Payroll Information**” button

7. Enter your direct deposit information :

- Select checking /savings
- Enter Bank Routing Number & Account Number

8. Click on “**Save Changes**”.



For Payroll Assistance, please call:

Ana delaGarza
(361) 825-5792

Maria Elena Alaffa
(361) 825-5884

Rachel Flores
(361) 825- 2411



Or email us at: Payroll@tamucc.edu