FINANCIAL SERVICES <u>finservehelp@towson.edu</u> 410-704-5599

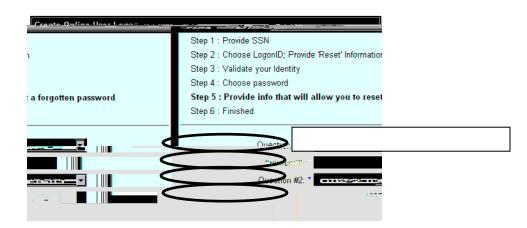
## PAYROLL ONLINE SERVICE CENTER (POSC) Instructions for Signing Up

3/ Go to POSC homepagetps://interactive.marylandtaxes.com/Extranet/cpb/POSC/User/Start.aspx

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## 3/4 Choose and answer2 security questions



3/4 This screen informs you thatogu haveaccess to POSC online

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Step 1 : Provide SSN	
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3/4 Click on "Start Using POSC"

- I am an employee and I want to access my payroll information
- O I am a Payroll Representative and I want to access agency payroll information

"Please choose and of the following aptioner	
Current Year Pay Stubs	Update Address
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All Madate Catting Brude	the state of the s

## 3/4 Check "YES – I WANT WEB ONLY ACCESS"



3/4 You now have full access to yoinformation via POSC

- 9 Your current & prior year pay stubs.
- 9 Your W-2 information.
- 9 You can update your address any time online.
- 9 You can change your bank information any time online.
- 9 You can change your tax withholding via Form W-4 online anytime.
- 9 You can sign up for Savings Bonds online.

