



QUICK GUIDE

View Payslip

1. Log in to <https://uis.up.edu.ph>
 - o Enter UIS credentials (username and password) > Login button
2. UIS Home Page > Main Menu
 - o UP ICS Self Service > View Payslip
3. Payslip
 - o Choose a Payslip
 - o Click Go button
 - o Download Payslip