

SEE Program

HOW TO REGISTER FOR iPay Statements

The secure ADP Internet site for iPay Statements provides access to the following payroll information 24 hours-a-day, 7 days-a-week:

- Current and past paycheck/direct deposit information
- Vacation, Sick and Individual Holiday Leave Balances
- W-2 History
- W-4 Form - To Print, Change Withholdings and Send to NOWCC HQ

*New enrollees must wait until they receive their login from the payroll department for **ezLabor Manager** before registering for iPay.*

To register for iPay, follow the instructions described below:

Step-by-Step instructions to ADP Self Service Registration

Open iPay Statements site <https://ipay.adp.com> and click **Register Now**

1. Enter your Registration code **nowcc-nowcc** and click **Go**
2. Enter your name, the last four digits of your Social Security number and your birth month/ day and click **Confirm**
3. Register for ADP Services by:
 - Entering your contact information
 - View your user ID (please make a note of your User ID) and create a password which should be at least 8 characters long and contain one letter and one number (password is case sensitive)
 - Select your security questions, enter your answers and click **Register Now**

Once you are registered, ADP will send you an email with instructions on how you can activate your email address. Click on the link in the email you received from ADP to complete the activation.

If you provided a mobile phone number (optional) during registration, look out for a text message from ADP. Reply with the code to activate your mobile number. The text message will come from sender 90206.