



**Notice of Personnel Action  
Statement**  
***NEW ON-LINE SELF SERVICE OPTION***  
**FY2009-2010**

**Save a tree and use Self Service**

In keeping with MCCC's Sustainability efforts new options have been added to PeopleSoft Self Service.

**Notice Of Personnel Action**

The Notice of Personnel Action (NPA) Statements will no longer be printed. Verification of salary changes and general viewing of your annual salary, step, biweekly rate and title can be found on-line through PeopleSoft's Self Service option. Navigation to view this information is: Self Service>Payroll and Compensation>Notice of Personnel Action.

Please note that Specially Funded, One Year Only and One Semester Only employees will not be able to view their NPA information at this time. Please refer to the renewal notice provided by the Employment Department for your information. Viewing of your NPA information through self service is forthcoming.

**Open Enrollment Changes to your Health Benefits**

All open enrollment changes can be seen on July 1, 2009.

Information and access to the Human Resources Management System (HRMS) can be found at <http://www.maricopa.edu/hrweb/benefits>.

For questions regarding your NPA information or benefit elections please email the RX account.