

AS of 8/1/2009 Vedicsoft is gone paperless. We no longer mail paper copies of paystubs to Employee's home address. Employees can view or print copies of paystubs from ADP iPayStatements.

How to Register on ADP iPayStatements

- Go to <https://portal.adp.com>.
- Click on "Register Now".
- Enter the Self Service Registration Pass Code which is: Vedicsoft-YCB
- Select iPayStatements as the self-service Product.
- From your most recent pay statement, enter the following information:
 - Company Code
 - File Number
 - Last 4 digits of Social Security Number
 - Pay Date or Advice Date
 - Check/Voucher or Advice Number
- You will then be prompted to complete a registration process during which you must answer a few security questions and select a password. Your password must contain between 8 to 20 characters and at least one alpha and one numeric character. You will be assigned a system generated User ID. The security questions will be used to verify your identity if you ever forget your user ID or password.
- Upon completing the registration process, you may access your pay statements at:
<https://portal.adp.com>
- Attached below is the information to register at ADP iPayStatements.
- Any changes on W2's such as address change should be notified to payroll department prior to 7 Business days of the last payroll for the year (please see the payroll schedule for current year).
- No changes on W2's will be done after the last payroll of the year is generated.
- ADP will directly mail W2's to employee's last address on last payroll of the year after 3rd week of January.
- You can view or print your W2 copy from ADP iPayStatements.