



LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

PAYROLL MEMORANDUM 2018.20

Changing Lives, Creating Futures

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Student Members:

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Community
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TO: All Employees of Community and Technical Colleges, including Baton Rouge Community College, Bossier Parish Community College, Central Louisiana Technical Community College, Delgado Community College, L. E. Fletcher Technical Community College, Louisiana Delta Community College, Northshore Technical Community College, Northwest Louisiana Technical College, Nunez Community College, River Parishes Community College, South Louisiana Community College, SOWELA Technical Community College and the LCTCS Office

FROM: Sharon Dunham
LCTCS Payroll, Sr Payroll Manager

DATE: October 10, 2018

RE: **Payroll Electronic Advice October, 12, 2018**

A technical problem occurred while generating the electronic pay stubs (also known as "advices") for pay period ending October 12, 2018. We are working to resolve the issue but as of now your pay stub will not be delivered electronically as it normally is via email. This will in no way affect your pay.

You can access your pay stub through LoLA self-service by clicking the Employee tab at the top of the page and then clicking the "Pay Stub" link under Pay Information. Please contact your local Human Resource office if you need assistance accessing your pay stub in LoLA.