Payroll Deduction

Navigate to the Banner SSB Payroll Deduction System

In order to access Payroll Deduction please navigate to Banner Self Service through PiratePort and click on the Employee Tab.

Once on the Employee Tab, click the Voluntary Miscellaneous Benefits link.

Click Add a New Benefit or Deduction

Note: Any existing Payroll Deductions, along with your deduction history, will display.

Signup for Your Payroll Deduction

To signup for a Fund designation select the radio button and click Select Benefit.

Effective Date

Your Payroll Deduction will be effective by the date shown. The date must be after the date you were last paid.

Amount

Enter the amount you would like to designate for this fund.

Note:

In order to select multiple Elections (Fund Designations), please repeat steps A and B.