

Where to Find Information in NESSIE

What am I looking for?	What tab do I go to?	Link to Use
403b Retirement Supplemental Plan	Benefits Tab	Retirement and Supplemental Investment Plans
457 Retirement Supplemental Plan	Benefits Tab	Retirement and Supplemental Investment Plans
Academic Professional Job Opportunities	Careers Tab	Search Openings (in the Academic Professional box)
Address/Phone Number Changes	Life Events Tab or Personal Information Tab	Address/Phone
Adoption Assistance Program	Benefits Tab	Adoption Assistance Program
Auto Loan	Life Events Tab	Getting a Loan
Benefits	Benefits Tab	The applicable link for which benefit information is needed
Birth or Adoption of a child	Life Events Tab	Birth or Adoption of a child
Car Rental and Hotel discounts	Benefits Tab	Discounts and Other Services/Travel Discounts
Career Enrichment Resources	Careers Tab	Career Enrichment Resources
Cell Phone discounts	Benefits Tab	Discounts and Other Services/Verizon, Sprint or Cingular
Child Care Resources	Personal Information Tab	University of Illinois at Urbana-Champaign
Child of Employee Tuition Waiver	Life Events Tab	Continuing Your Education
Civil Service Appointment Information	Personal Information Tab	Civil Service Appointment Information
Civil Service Exam Request	Careers Tab	Request an Exam (in the Civil Service and Extra Help box) or click on the Exam Request link on the left side margin
Civil Service Job Opportunities	Careers Tab	Learn More (in the Civil Service and Extra Help box)
Civil Service Online Application	Careers Tab	Submit Application (in the Civil Service and Extra Help box)
COBRA	Benefits Tab	COBRA
Computer equipment (hardware and software) purchase	Benefits Tab	Discounts and Other Services/Computer Hardware, Software & Accessories
Death of a spouse or dependent - Steps to take at the University	Life Events Tab	Death of a spouse or dependent
Direct Deposit	Compensation Tab	Direct Deposit
Earnings Statement	Compensation Tab	Earnings Statement
Education Loan	Life Events Tab	Getting a Loan
Employee Assistance Programs	Benefits Tab	Employee Assistance Programs
Employee Tuition Waiver	Life Events Tab	Continuing Your Education
Employment Verification	Life Events Tab	Getting a Loan
Funeral Leave	Leave Tab	Funeral
Holidays	Leave Tab	Holidays
Home Loan	Life Events Tab	Getting a Loan
Jury Duty	Leave Tab	Jury Duty
Leaves of Absence	Leave Tab	The applicable leave link for which information is needed
Marriage - Steps to take at the University	Life Events Tab	Marriage
MTD Bus Information	Personal Information Tab	Mass Transit District
Name Change	Life Events or Personal Information Tab	Name Change
Notification of Appointment (Faculty and AP)	Personal Information Tab	View My Notification of Appointment
Parking	Personal Information Tab	Division of Campus Parking and Transportation
Payroll & Earnings Info	Compensation Tab	Payroll & Earnings
Preferred Travel Agents	Benefits Tab	Discounts and Other Services/Travel Discounts
Recreation and Wellness Programs	Benefits Tab	Recreation and Wellnes Programs
Relocation Assistance	Benefits Tab	Discounts and Other Services/Relocation Assistance
Retirement	Life Events Tab	Retiring from the University
Salaried Non-Exempt Academic Timesheets	Leave Tab	The applicable pay period
Separation or Termination from the University	Life Events Tab	Separation or Termination from the University
Shared Benefits	Leave Tab	Shared Benefits
Sick Leave	Leave Tab	Sick
SURS	Benefits Tab	Retirement and Supplemental Investment Plans
U.S. Savings Bonds	Benefits Tab	Retirement and Supplemental Investment Plans
Vacation	Leave Tab	Vacation
Vehicle Purchase discounts	Benefits Tab	Discounts and Other Services/Ford X Plan or GM Supplier discount
W-2	Compensation Tab	W-2 Wage and Tax Statement
W-4 (Withholding Allowance form)	Compensation Tab	Withholding Allowance (W-4)