



- Visit suny.edu/time
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BINGHAMTON UNIVERSITY

STATE UNIVERSITY OF NEW YORK

Engineering Center

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Username

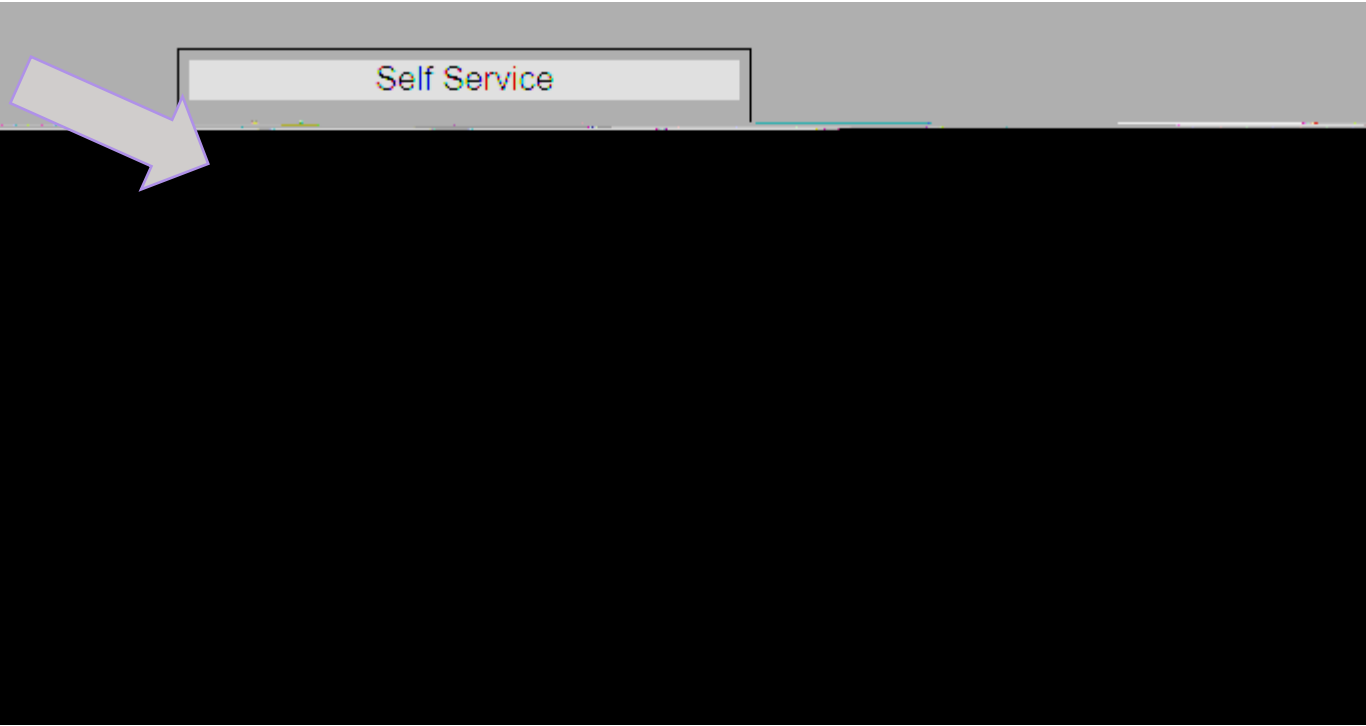
Password

Remember me Sign me into other sites

LOGIN

FOR MORE INFORMATION

- If this is the first time on the state payroll you may have a waiting period before you can access the time and attendance system
- To ensure that your timesheet is submitted on time
 - **Come to Human Resources and complete the I9/new hire paperwork**
 - New student employees cannot be entered into the SUNY payroll system until this paperwork is complete
 - **Your Supervisor will need to submit your first electronic time sheet on your behalf**
 - During this time you will want to keep a written copy of your hours worked and provide it to your supervisor at the end of the pay period



SUNY SECURE

Home

4/2016 to 4/2017

Suny ID: 400458

Employment Roles

Federal College Work Study Student

Displaying all 2 records

Times and Attendance

Employment Role	Start Date	End Date	Employer
Federal College Work Study Student	4/2016	4/2017	Federal College



Welcome:

Campus: 20000 BIRBECK UNIVERSITY

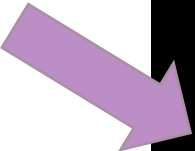
Return to Employee Portal

Sign Off

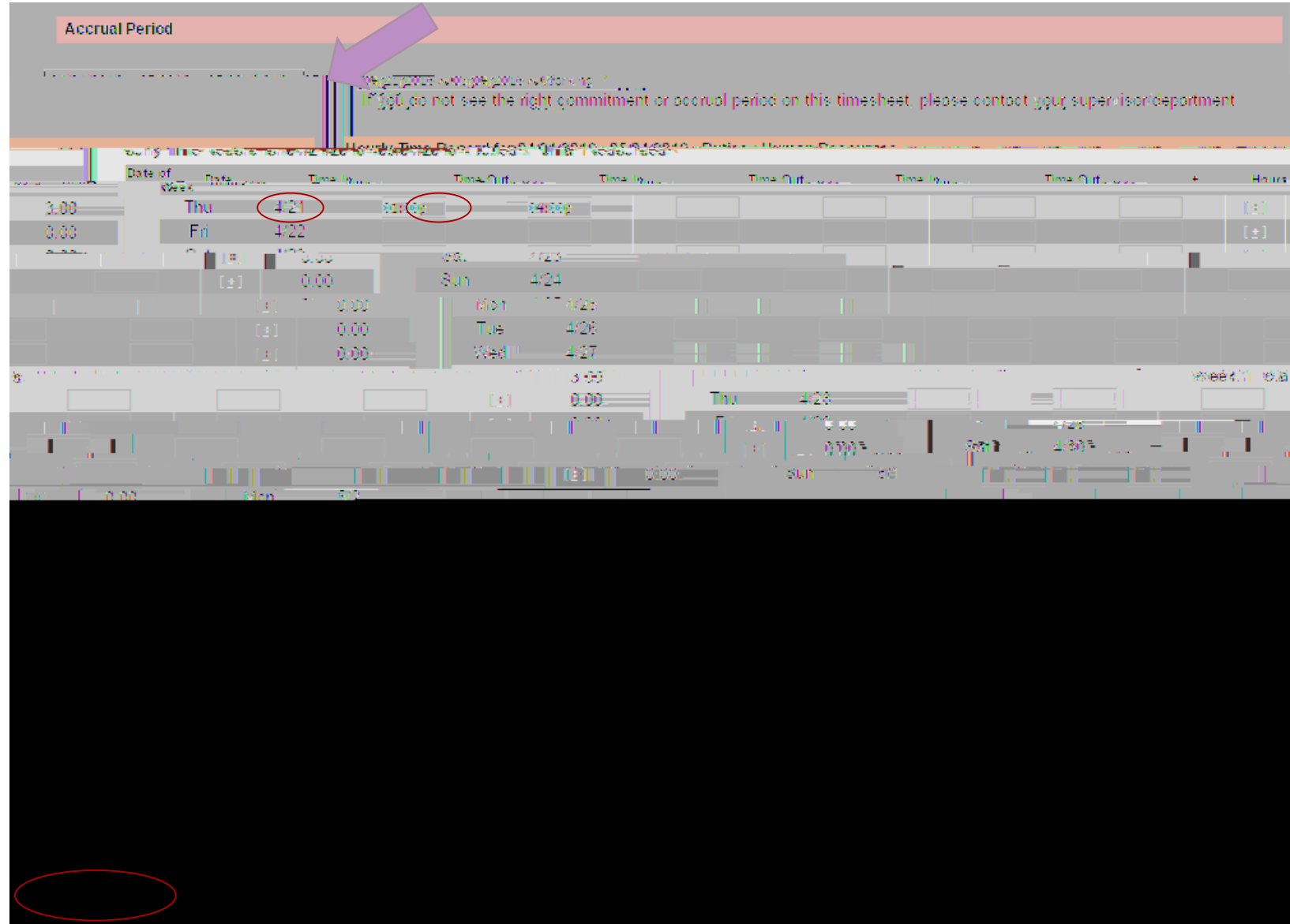
Home

[Redacted]

Your Name Here



- Status is "Working"
- Make sure you use an "a" for am and "p" for pm
- If you make any changes, hit "Save Time Record"



- Then check
“I certify that this time....”
- Hit “Submit to supervisor”

