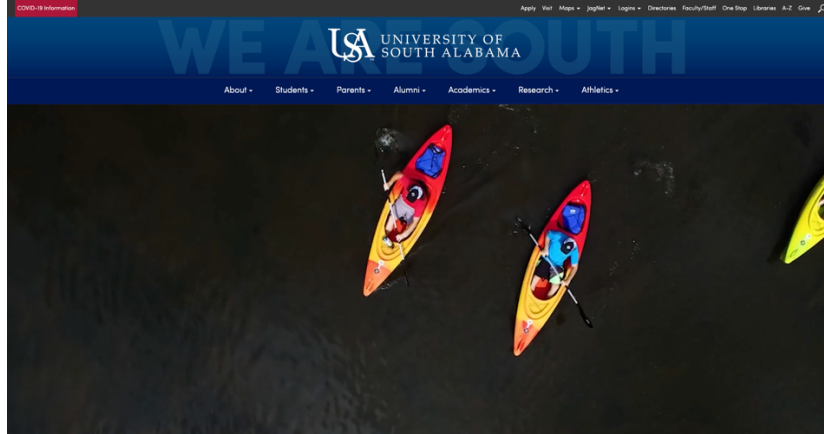


## Kronos: How to Access Kronos

- **Step One:** Access the A-Z Directory on the University's Home Page.



- **Step Two:** Select the Finance and Administration option on the Index Page.

HOME / A-Z DIRECTORY

A-Z Index

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z Show All

Search

Title/Link	Phone Number
<a href="#">Facilities Projects</a>	(251) 460-6121
<a href="#">Facilities Management</a>	(251) 460-6121
<a href="#">Faculty Benefits</a>	(251) 460-6133
<a href="#">Faculty Club</a>	(251) 461-1632
<a href="#">Faculty Directory</a>	
<a href="#">Faculty Employment Opportunities</a>	(251) 460-6261
<a href="#">Faculty Handbook</a>	
<a href="#">Faculty Senate</a>	(251) 460-6737
<a href="#">Family Medicine</a>	(251) 434-3484
<a href="#">FERPA</a>	
<a href="#">Finance and Administration</a>	(251) 460-6241
<a href="#">Financial Aid</a>	(251) 460-6231
<a href="#">Financial Aid Student Guide - US DOE</a>	
<a href="#">Financing Your Education</a>	(800) 305-6828
<a href="#">Find a Doctor</a>	
<a href="#">First Year Council (FYC, SGA)</a>	(251) 460-7191
<a href="#">Football</a>	(251) 445-4004

Tags [Show All](#)

- Academics
- Admissions
- Alumni
- Arts
- Athletics
- Attorney
- Centers
- Employment
- Faculty
- International
- Media
- Organizations
- Parents
- Parents Student Services
- Programs
- Research
- Services
- Special Projects

- **Step Three:** Select Payroll under the Business Office/General Accounting dropdown

HOME / DEPARTMENTS / FINANCE AND ADMINISTRATION

**Financial Affairs Home**

- Business Office/General Accounting
- Accounting
- Accounts Payable
- Budget Office
- Grants and Contracts
- Payroll
- Property/Inventory
- Purchasing
- Procurement Card and Travel Services
- Facilities Management
- Human Resources
- Internal Audit


## Finance and Administration

The mission of Finance and Administration is to serve the faculty, staff and students of the University and Hospital community through financial oversight of the University of South Alabama. Financial oversight includes the following:

- Timely and accurate processing of accounting transactions including payment of payroll and other University obligations.
- Issuance of University financial statements in accordance with generally accepted accounting principles
- Maintenance of an effective human resources function
- Efficient operation and maintenance of physical plant
- Management of various other support functions

This site has been developed to serve our students, faculty and staff as well as to keep the general public informed of ongoing events, issues and changes within the division.

Our offices are located primarily in the Administration Building at the University.



**Related Links**

- [USA Expenditures](#)
- [USA eForms](#)
- [Other Useful Sites](#)

<http://www.southalabama.edu/departments/financialaffairs/payroll/>


- **Step Four:** Select **UKG Kronos – UKG Workforce Central.**

HOME / DEPARTMENTS / FINANCE AND ADMINISTRATION / PAYROLL

**Payroll Department Home**

- Payroll Calendars
- PAWS Web Time Entry
- PAWS Leave Reporting
- UKG Kronos
- UKG Workforce Central
- Employee Self-Service Access
- Kronos Employee Access How-to (PDF)
- Manager Access
- Forms
- Policies
- FAQ
- Finance and Administration Home

## Payroll



**University General Campus Closure FAQs**

The goals of Payroll Accounting are as follows:


- Accurately pay all employees of the University of South Alabama in a timely manner
- Properly record all payroll transactions in the University's accounting system
- Comply with all applicable Federal And State tax laws and regulations.

As part of the Business Office, Payroll Office of the University of South Alabama is located at 650 Clinic Drive, USA Tech & Research Park III, Ste 1300.

<http://www.southalabama.edu/departments/financialaffairs/payroll/#>

- **Step Five:** Sign into Kronos with your **J#** and **password**.

Sign in with your JAG Number and JagNet Password

	<input type="text" value="JAG Number"/>
	<input type="password" value="JagNet Password"/>

[Sign In](#)

- Your Password is the same JagNet Password that you use for JagMail. If you are having issues signing in and have a JagNet recovery method set, click [HERE](#). For additional assistance with your JagNet account or password, please see [JagNet](#).
- Health System users please see [JagNet for Health System Employees](#).
- Please do NOT bookmark this page. Only bookmark the Student or Faculty/Staff Logins page.
- When you are finished using SSO, always Exit and close your browser to protect your privacy.