

EMPLOYEE ACCESS CENTER

Dickinson ISD has made it easy for you to get answers to your most frequently asked questions. Employee Access Center (EAC) is a resource that allows employees to view payroll and personnel information. Information that can be accessed includes the following:

- **Demographic Information** - Change address and contact information; view years of experience
- **Additional Information** - View education and certifications
- **Payroll Checks** - View and print payroll check history
- **Salary and Benefits** - View annual salary and current job position
- **Leave Information** - View attendance and leave balance
- **Print W2's** - View and print W2 information
- **Tax Information** - View filing status and exemptions
- **Deductions and Benefits** - View detailed deductions and benefit information

Just follow these steps to Employee Access Center:

- Go to: www.dickinsonisd.org
- Click on the "Staff" box (right side of website)
- Under "Employee Information" click on "Employee Access Center"
- Enter User ID: **Employee ID number** (5-digits)
- Enter Password:
 - Hired **PRIOR** to 6/2015 – **Full Social Security Number (no dashes)**
 - Hired **AFTER** 6/2015 - **Last four digits of Social Security Number**
- Password or User ID assistance, please call the Help Desk at 281-229-6028