



# UCPath New Portal

## July 16, 2025

**UCI** Division of Finance and Administration | With U • For U

# UCPath Portal Highlights



# UCPath Login Information

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Before logging in for the first time don't forget to [Clear Cache](#)

<https://ucpath.universityofcalifornia.edu/>

- ☐ If you have UCPath bookmarked you may need to update to ensure that this is the correct link being used
  - ☐ Bookmarks to individual transactions will no longer be available
  - ☐ You may create new bookmarks in your browser if you need them
  - ☐ Emails from prior to July 14 that have a link to a transaction or approval will no longer take you to that transaction.
- 
- ☐ To get help with new portal contact the EEC   **Phone:** [949-824-0500](tel:949-824-0500) | **Email:** [eec@uci.edu](mailto:eec@uci.edu) | **Website:** [eec.hr.uci.edu](http://eec.hr.uci.edu)

For more information on how to find help in EEC knowledge site view this job aid  
<https://ucpath.uci.edu/pdf/locating-knowledge-articles-on-the-EEC-website.pdf>  
Available at [ucpath.uci.edu](https://ucpath.uci.edu)>Here to Support You



## Updated Location Login page for accessibility

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OF  
CALIFORNIA

### Welcome to UCPATH

Thank you for visiting UCPATH, your online self-service tool for pay, benefits and other HR transaction activities. **Please note: when logging into UCPATH, your options for multi-factor authentication may soon change. [Learn more about upcoming authentication changes for each location.](#)**

#### Select your UC location to log in

Lawrence Berkeley National Laboratory
Modernized Former Employee - UAT - Jul 2024 Release
UCPATH Performance Testing Identity Provider
University of California Former Employee - Test
University of California, Agriculture and Natural Resources
University of California, Berkeley
University of California, College of the Law San Francisco
University of California, Davis
University of California, Irvine
University of California, Los Angeles
University of California, Merced
University of California, Office of the President
University of California, Riverside
University of California, San Diego
University of California, San Francisco
University of California, Santa Barbara
University of California, Santa Cruz

# New Employee Experience: Guided Onboarding

**Design:** For new employees, mandatory policy questions must be completed before they can navigate away from the activity guide. For example, many employees never added pronouns and will be asked to make a selection before proceeding.

- In each section, hit **Submit** to save the entry.
- Selecting a link in the header will auto-redirect back to the same page and step.
- “Ask UCPATH” opens in a new window to access.

The screenshot shows the UCPath onboarding interface. At the top is a blue header with the University of California logo, the text 'UCPath', a search bar, the user name 'Cameron Diaz', and buttons for 'Ask UCPATH', 'Sign out', and navigation icons. Below the header is a white section titled 'Welcome to UCPath' containing the user's name 'Cameron Diaz', title 'EMPLOYMENT MGR 2', and ID '10000640'. A 'Next >' button is on the right. The main content area is divided into two columns. The left column is a sidebar with a list of onboarding steps: 'Instructions' (marked 'Visited'), 'Race and Ethnicity' (marked 'Complete'), 'Veteran Status' (marked 'Complete'), 'Disability Status' (marked 'Complete'), 'Self-Identification Details' (marked 'In Progress'), and 'Summary' (marked 'Not Started'). The right column is titled 'Instructions' and contains text stating that certain sections must be completed before navigating away from the portal, and provides contact information for the UCPath Center.

Welcome to UCPath	
Cameron Diaz EMPLOYMENT MGR 2 10000640	
<a href="#">Next &gt;</a>	
<b>Instructions</b> ● Visited	<b>Instructions</b> As part of the UC Path onboarding you must complete the following sections before continuing to the portal. Please note you may not be able to navigate away to other pages within the portal until these steps are completed.  Due to federal regulations on equal opportunity, we must collect some personal information. If you need assistance, please contact the UCPath Center at 855-982-7284 from 8 a.m. to 6 p.m. (PST) Monday - Friday.
★ Race and Ethnicity ✔ Complete	
★ Veteran Status ✔ Complete	
★ Disability Status ✔ Complete	
★ Self-Identification Details ● In Progress	
Summary ○ Not Started	

# New Home Screen

The screenshot displays the UCPath Home Screen. At the top, the navigation bar includes the University of California logo, the UCPath name, a search icon, the user name 'LVD-Jeffrey LVD-Shih', and buttons for 'Ask UCPath' and 'Sign out'. Below this is a horizontal menu with tabs: Home, Personal Information, Income & Taxes, Benefits & Retirement, Accruals & Leaves, and Help. A large banner at the top features a video thumbnail with the title 'Update Your Personal Contact Information' and a 'Dismiss' button. Below the banner is a 'View All Notices' link. To the right of the banner is a 'Workcenters' sidebar with links to PeopleSoft Home Page, Worklist, Performance Workcenter, Recruiting Workcenter, and View eForm. The main content area is divided into four sections: 'My Information' (showing Name, Job Title, Pronouns, and Employee ID), 'My Pay' (showing Next Scheduled Pay Date and a 'View Paycheck' button), 'My Benefits' (showing eligibility for F-FULL benefits), and 'My Leave Balances' (showing Vacation Hours Accrued and Sick Hours Accrued). A red circle highlights the 'View All Notices' link.

UNIVERSITY OF CALIFORNIA UCPath

Home Personal Information Income & Taxes Benefits & Retirement Accruals & Leaves Help

Update Your Personal Contact Information

Watch our tutorial here: [Personal Information Video](#)

It is important to review your personal information periodically to keep it up to date. Access your UCPath...

June 26, 2025

Dismiss

View All Notices

Workcenters Resources

PeopleSoft Home Page

Worklist

Performance Workcenter

Recruiting Workcenter

View eForm

My Information

Name LVD-Hanna LVD-Sihapong

Job Title TRAINER 4 (004164)

Pronouns She/Her/Hers

Employee ID 10210938

View Personal Information

My Pay

Next Scheduled Pay Date

May 30

View Paycheck

My Benefits

You are eligible for

F-FULL

benefits

View Benefits

My Leave Balances

58.15

Vacation Hours Accrued

72.12

Sick Hours Accrued

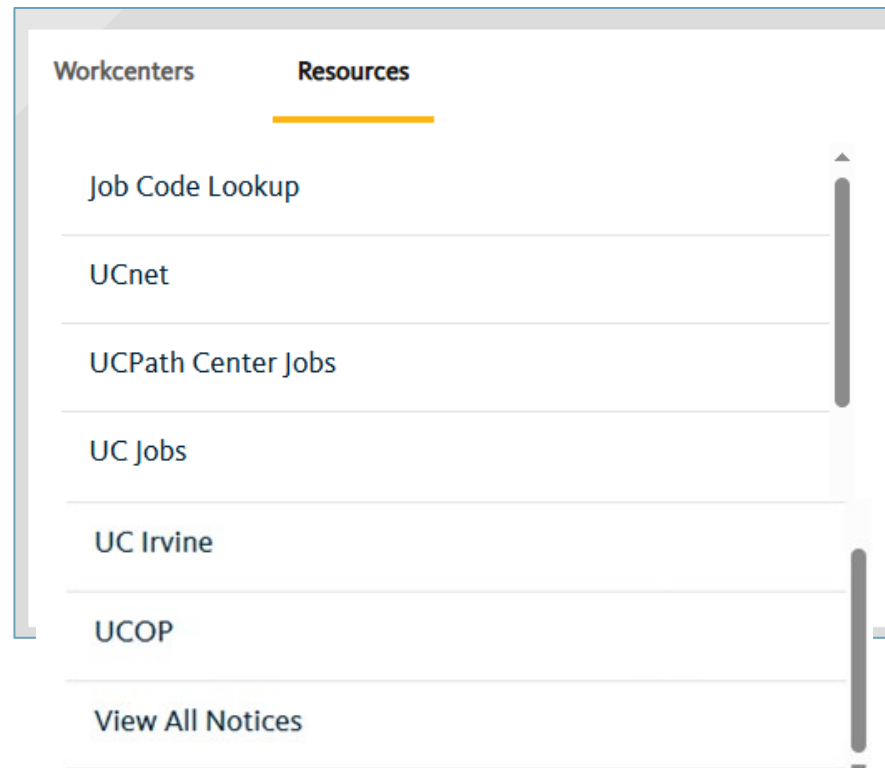
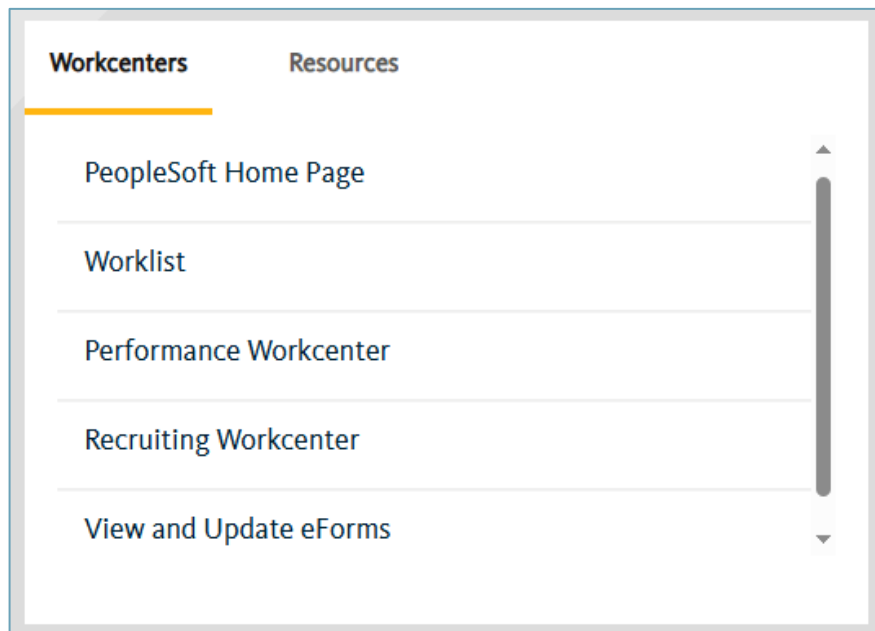
View Leave Balances

Items shown depends on security access, most will only see "View and update eForms"

# Workcenters & Resources

Use the **Workcenters tab** to view consolidated eForms, other items only show for those with security access to them.

Use the **Resources tab** to access UCnet, Jobs Searches, and the Job Code Lookup as well as link to UCIrvine website and View All Notices.



# Personal Information

When you click on any of the tabs, you will first see this page, which provides a menu of options. Click on View Overview to go to the next page of information.

**UC CALIFORNIA** **UCPath**

Self-Service Search Debbie LVD Zhang

Home Personal Information Income & Taxes Benefits & Retirement Accruals & Leaves Manager Hub Transactor Hub Help

**Personal Information**  
Access tools and resources to view and update your personal information

**View Overview**

**Personal Summary**

- Name
- Addresses
- Contact Details
- Date of Birth
- Social Security Number
- Emergency Contacts
- My Current Profile
- Security Questions Setup

**UC Profile**

- Disability
- Employee Disclosures
- Ethnic Groups
- Patent/IP Acknowledgment
- Self-Identification Details
- Veteran Status

**Forms**

- Records Request eForm



# Personal Information

Act Now: Verify You've Signed UC's Electronic Patent Acknowledgment

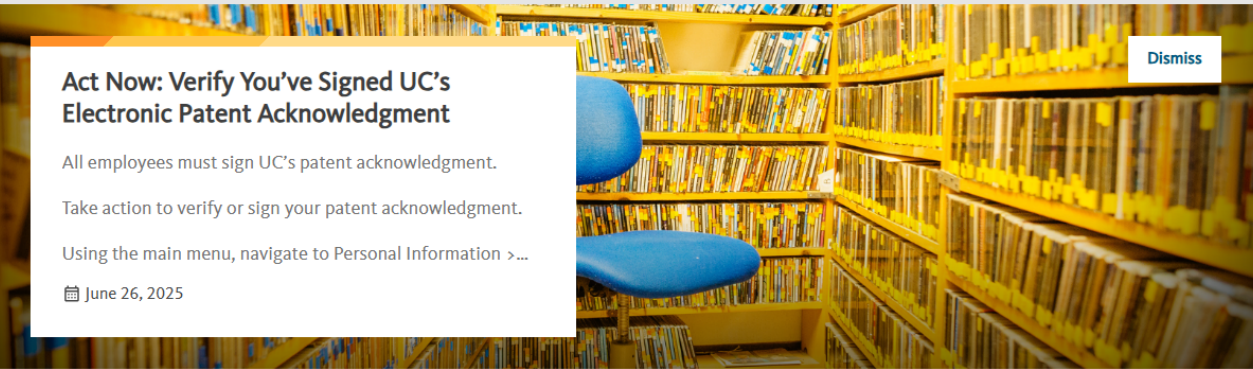
All employees must sign UC's patent acknowledgment.

Take action to verify or sign your patent acknowledgment.

Using the main menu, navigate to Personal Information >...

June 26, 2025

Dismiss



[View All Notices](#)

## Personal Information Page

View and update your personal information and UC profile.

### Name & Job Details

Name	Job Title	Manager	Business Unit
Debbie LVD-Zhang	ORGANIZATIONAL CNSLT 4 (000562)	LVD-Jordan LVD-Griffin	UC Irvine Campus (IRCMP)
Pronouns	Employee ID	Union	Compensation
She/Her/Hers		Non-Represented (99)	Monthly

### My Current Profile

Honors & Awards  
None

Licenses & Certificates  
None

[View All](#)

No Action Needed

Your contact information is up to date!



[Update Email](#)

[Update Phone Details](#)

### Personal Summary

- Name
- Addresses
- Contact Details
- Date of Birth
- Social Security Number
- Emergency Contacts
- My Current Profile
- Security Questions Setup

### UC Profile

- Disability
- Employee Disclosures
- Ethnic Groups
- Patent/IP Acknowledgment
- Self-Identification Details
- Veteran Status

### Forms

- Records Request eForm

# Income and Taxes

**Deduction Holiday on 07/30/2025 for Biweekly Employees**

What this means:

Flat-dollar benefit deductions will not be taken for this pay period Certain garnishments may still apply ...

June 26, 2025

Dismiss

[View All Notices](#)

### Payroll Information

## Paychecks

### Direct Deposit

### Verification of Employment

[View Pay Record Via AYSO](#)

## Payroll Resources

### Expedited Pay Through Pay Card

## Employee Calendars

Salary Overpayment Portal

## Forms

## Pay Card Consent

## Wage Payment Consent

### Foreign Source Income Detail

## Tax Statements

Federal Withholding (W-4)

CA State W-4 (DE-4)

Out-of-State Tax eForm

Online 1095-C Consent

[View Online 1095-C](#)

[View Online W-2/W-2c](#)

Enroll to receive W-2/W-2c

## Income &amp; Taxes Page

View your pay statements, download W-2/1095-C, update tax withholding/direct deposit and explore other payroll resources.

## Paychecks

Pay Period: 04/01/2025 to 04/30/2025

Check Date: 05/01/2025

Period	Total Gross	Taxes	Deductions	Net Pay
Current	1,000.00	100.00	100.00	700.00

## Tax Withholding



Updated 01/06/2021

### Update W-4 Withholding

### Direct Deposit

1

Account

Updated 05/28/2025

### Update Direct Deposit

 No Agents Available

# Benefits & Retirement

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UCPath

Search

Self-Service Search

Debbie LVD-Zhang

Ask UCPath

Sign out

Home

Personal Information

Income & Taxes

Benefits & Retirement

Accruals & Leaves

Manager Hub

Transactor Hub

Help

Benefits & Retirement

Access tools and resources to view and update your benefits and retirement information

View Overview

Health & Welfare Benefits

View My Benefits Summary

Select My Benefits

Update My Benefits

View My Dependents

View Enrollment Statements

ALEX - Your Benefits Counselor

Retirement Programs

Retirement Benefits Overview

Elect Pension/Savings Choice

Enroll: 403(b),457(b),DC plans

View My UCRP Service Credit

Review/Update Beneficiaries

Benefit Resources

UCnet

Benefits Billing Portal

Employee Calendars

Forms

Benefits Request eForm

Update Dependent Info eForm

Declaration of Tax Dep. (886)

UCRP Rehired Retiree (1039)

Health Benefits Opt Out

Evidence of Insurability

COBRA Qualifying Event

Postdoc Program Selection

# Benefits & Retirement Page

**Stay Informed: Protect Your Paycheck from Online Scams**

It's important to stay alert to new tactics that target UC employees through fake UCPATH websites and search ads.

To help keep your information safe: ...

June 26, 2025

**Welcome to the new and improved UCPATH Benefits portal**

This page gives you easy access to your Health & Wellness information as well as links to UC Retirement and Retirement Savings information.

To review your self-service benefit options, please explore the tiles below.

**My Benefits**

You are eligible for **F-FULL** benefits

**Start Benefits Enrollment**

**Current Status: No Action Available**

You will be able to click here to enroll in benefits during a period of initial eligibility, such as at the time of hire, due to a job change, moving out of a plan's service area, or during Open Enrollment.

**Tip:** If you believe you should be eligible to enroll in benefits, contact your local benefits representative to confirm the status of any job changes submitted to UCPATH.

**Update Current Benefits**

Click here to make changes to your current benefit plans. Changes to some plans can be made at any time. Other plans require a life event, such as marriage, divorce, or having a baby, to make changes outside of open enrollment.

**Tip:** Changes allowed due to a life event must be submitted within 31 days of the event.

**Start Benefit Updates**

**View Enrollment Statements**

**Current Status: No Action Available**

You will be able to click here when you have benefits enrollment statements available to view. Benefit enrollment statements list the plans you are enrolled in, their cost and levels of coverage.

You will be able to use these statements to verify recently submitted changes, or to look back at past years' plan enrollments.

**Visit My UC Retirement**

Explore UC's hub for retirement information and resources for more tools, tips, and guidance to help you plan for a secure future, at any stage of life. You can also enroll in Pension or Savings Choice, and enroll in UC's 403(b), 457(b) and DC plans.

**Visit myUCRetirement**

**ALEX - Your Personal Benefits Counselor**

**Health & Welfare Benefits**

- View My Benefit Summary
- Select My Benefits
- Update My Benefits
- View My Dependents
- View Enrollment Statements

**Retirement Programs**

- Retirement Benefits Overview
- Elect Pension/Savings Choice
- Enroll: 403(b), 457(b), DC plans
- View My UCSP Service Credit
- Review/Update Beneficiaries

**Benefit Resources**

- UCnet
- Benefits Billing Portal
- Employee Calendars

**Forms**

- Benefits Request eform
- Update Dependent Info eform
- Declaration of Tax Dep. (886)
- UCSP Rehired Retiree (1035)
- Health Benefits Opt Out
- Evidence of Insurability
- COBRA Qualifying Event
- Postdoc Program Selection
- Postdoc Health BN Opt Out

# Accruals & Leaves Page

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UCPath

Self-Service Search

Debbie LVD-Zhang

Ask UCPath

Sign out

Home

Personal Information

Income & Taxes

Benefits & Retirement

Accruals & Leaves

Manager Hub

Transactor Hub

Help

Go Paperless: Register for Electronic Delivery of Your Tax Forms

Did you know you can receive your W-2 and 1095-C forms faster and more securely by going paperless?

If you have not already signed up for electronic delivery,...

June 26, 2025

Dismiss

ANT TAX DOCUMENTATION EN

View All Notices

Welcome to Accruals & Leaves

My Leave Balances

0

336


192.40

Vacation Hours Accrued

826.84

Sick Hours Accrued

View Leave Balances



Review Absence Balance

Review Absence Balance

Accruals & Leaves Resources

Employee Calendars

UCnet: Taking Leave Of Absence

UCnet: Taking a Paid Leave

UCnet: Taking a Sabbatical

UCnet: Going on Military Leave

UCnet: Taking a Furlough

UCnet: Applying for Disability

UCnet: Changing Jobs within UC

UCnet: Facing a Layoff

UCnet: Laid off Temporarily

Forms

Prior State Service eForm

Workers' Compensation Election



# New UCPATH Portal- Manager Hub (visible for those with Dir Repts.)

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UCPath

Self-Service Search

LVD-Michele LVD-Zhang

Ask UCPATH

←

Home

Personal Information

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Accruals & Leaves

Manager Hub

Transactor Hub

Help

Manager Hub

Access resources to review/update and take action on direct reports

Manager Actions

View Employee Information

Team Profiles

View Compensation History

View Employee Absence Balance

Added Information vs. previous view: Job Code and Title, Dept. and Location

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UCPath

Self-Service Search

LVD-Michele LVD-Zhang

Ask UCPATH

Sign out

←

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Manager Hub

Transactor Hub

Help

View Employee Absence Balance

Find Team Member

Team Member

Enter Name, Title or Email

As Of

04/29/2025

Search

Team Members

4 rows

40340032	Empty Position	Empl Status	Department	Location
Ind Contractor/Consultnt	Fixed/Variable	DFA Pgrm Dev & Execution - IR8200	Aldrich Hall - C-9003	
Job Code		Position	Type	
CWR006		40340032		
0 Directs				
40309722	Empty Position	Empl Status	Department	Location
Job Title	Fixed/Variable	DFA Coordinating Point - IR8147	101 Academy - C-9915	
STDT 4		Position	Type	
Job Code		40309722		
004919				
40295787	Empty Position	Empl Status	Department	Location
Job Title	Fixed/Variable	DFA Coordinating Point - IR8147	101 Academy - C-9915	
COMM SPEC 3		Position	Type	
Job Code		40295787		
007477				
1 Directs				

# Transactor Hub (Visible to those processing transactions for others)

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UCPath

Self-Service Search

Debbie LVD-Zhang

Ask UCPath

Sign out

Home

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Manager Hub

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Help

Transactor Hub

Access tools, forms and resources available to transactors

HR Forms

Job Data Update

Position Update

UCRS Job History Update

Position & Job Data Update

MLA/Interloc One-Time Payment

Dual Employment

Payroll Forms

Electronic Payment Consent

Expedited Pay Request - Gross

Expedited Pay Request - Net

Pay Card Consent

Recurring Pay Change Request

Workers' Comp - Schedule/Shift

Payroll Adjustment Form

Damage Payment Report

Damage Payment Release

Benefit & Payroll Resources

Processing Calendar

Past Processing Calendars

Past Employee Calendars

Offcycle Dashboard

Overpayment

Pay Card

Retro Pay Matrix

Payroll Configuration Codes

Finance

Cost Recovery

Accruals & Leaves Forms

Adjust Accrual & Service eForm

Exceed Vacation Request eForm

# Help Menu Bar

←

Home

Personal Information

Income & Taxes

Benefits & Retirement

Accruals & Leaves

Manager Hub

Transactor Hub

Help

Help

Access help resources to find answers to your questions, access self-service user manual/tutorials, etc...

UCPath Helpsite

Self-Service Users

Self-Service Users(Accessible)

Location Users

Location Users(Accessible)

Ask UCPath

Same help menu as available previously, but some converted to new and improved job aids

# Key Issues

- Some employees may have issues with paycheck not opening well; this may depend on which browser and on pop-up Blocker settings.
- If issues, can set up [https://\[\\*.\]universityofcalifornia.edu](https://[*.]universityofcalifornia.edu) as allowing pop-up blockers
- A job aid on [Enable UCPATH Pop-ups](#), is available in the Help menu “UCPath help site overview section”
- Bookmarks that were previously set up in the Portal will no longer be available. New ones can be set via browser bookmark to retain quick access.
- Multiple notices are now available. Employees can move from one to next and dismiss if no longer want to see a particular one. Can click View all notices.
- Forms are now located under the relevant menu.
- Manager Hub replaces Manager Actions and is on the menu bar at the top.
- ePerformance is now in WorkCenters tab only applies to MedCenter.
- Worklist moved to WorkCenters, only applies to those with approver roles.
- Updated Veteran Status questions available in the Personal Information>UCProfile>Veteran Status

# Key Changes

- Direct Deposit can be changed multiple times a day (previously once a day).
- Additional warnings and help on the direct deposit page, acct. #'s masked.
- Dir Dep Account Options are Percentage and amount. Assumption that the last direct deposit the one with the higher sequence number will be the net balance.
- Benefits Life Events will be through an Activity Guide.
- Simplified pages for employees to make benefit elections for eligibility level changes or other job changes.
- Employees will be able to view a preview benefits statement prior to submission.
- Employees will receive an email notification when submission statement is available to view in UCPATH.
- Benefit statements can be viewed online in UCPATH with an option to generate and print a PDF version.
- Employees with no positive leave (Sick or Vacation) will see this message:  
We are unable to display your leave balances at this time. Please select 'View leave balances' for the most up to date information.



# Questions?