

Direct Deposit

On-Line Instructions

Oakland University SAIL

[Login To Secure Area](#)

Grizz ID & Reset SAIL Pin

To enter Employee On-line services –
Click “Login To Secure Area”

Alumni & Friends

Apply for Admissions

Campus Directory

Class Schedule Search

Course Catalog

eBill Student Bill and Payment

Financial Aid and Student Employment

Future Student

Give a Gift to Oakland University

Moodle



Address https://sail.oakland.edu:4443/BAN7/twbkwbis.P_WWWLogin Go Links

Google G Go Bookmarks 8 blocked Check AutoLink AutoFill Send to Settings

Y! Search Web Mail My Yahoo! HotJobs Games Music Answers

You must use browsers certified to work with SAIL: Netscape 7.01, 7.2; Internet Explorer 6.x; Mozilla 1.7x; Firefox 1.0; Safari 1.2.

When you are finished, please Exit and close your browser to protect your privacy. If you have problems:

Alumni only (OU graduates) - Contact the Alumni Relations Office at 248-364-6100.

Students, Faculty and Staff - Contact the Helpdesk Office at 248-370-4357 helpdesk@oakland.edu Fax 248-370-4209

 **Warning :** If after two unsuccessful attempts your Grizzly ID or PIN is invalid, enter your Grizzly ID and then click the Forgot PIN? button.

Always enter your Grizzly ID before clicking the Forgot PIN? button.

If you cannot remember your Grizzly ID, if your PIN is disabled, or you have forgotten your PIN hint question, or if you want your PIN reset, go to the [Grizzly ID web site](#)

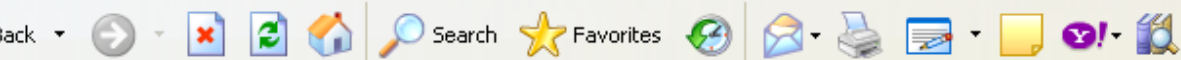
If you cannot remember your OUCA username, or if you have forgotten or want to change your OUCA password, go to the [OUCA Management web site](#)

OUCA Username (or Grizzly ID):

OUCA Password (or Grizzly PIN):

← Enter ID information, then click "Login"

Login [Click Here for Help with Login?](#)



Oakland University SAIL

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Search Go

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Main Menu

Welcome, to the **OAKLAND UNIVERSITY SAIL Information System!** Last web access on Apr 10, 2007 at 09:42 am

Employee Services

Select "Employee Services"

View information on your earnings, benefits, deductions, beneficiaries, pay history, direct deposit, tax forms, OU position history since 1999, and more.

Personal Information

View your address(es), phone number(s), e-mail address(es), & marital status; name change & social security number change information; change your PIN, Security Question and Answer; customize your directory profile .

Financial Information Menu

Create Requisitions, Purchase Orders & Budget Transfers; Approve Financial Documents; Query Budget & Encumbrance data; View financial document details or their approval history.

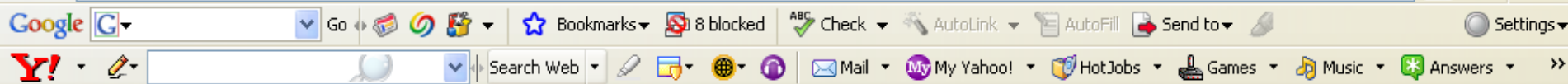
Finance

Create or review financial documents, budget information, approvals.

[Return to Homepage](#)



Address https://sail.oakland.edu:4443/BAN7/twbkwbis.P_GenMenu?name=pmenu.P_MainMnu



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Employee Services

[Time Sheet](#)

[Request Time Off](#)

[Benefits and Deductions](#)

View your retirement plans, health insurance information, flexible spending accounts, miscellaneous deductions, and beneficiary and dependent information.

[Pay Information](#)

View your earnings history, pay stub information, deductions history, and direct deposit breakdown (if any).

[Tax Forms](#)

View your W-2 (year-end earning statement) and W-4 (tax exemptions/allowances) information.

[Current and Past Jobs](#)

View your OU position history since 1999.

[Time Off Current Balances and History](#)

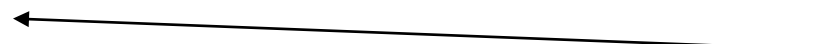
Vacation, personal and sick leave information for staff (non-faculty) employees.

[Financial Information Menu](#)

Create Requisitions, Purchase Orders & Budget Transfers; Approve Financial Documents; Query Budget & Encumbrance data; View financial document details or their approval history.

[Open Enrollment](#)

Select "Pay Information"





Address https://sail.oakland.edu:4443/BAN7/twbkwbis.P_GenMenu?name=pmenu.P_PayMenu



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Pay Information

[Direct Deposit Breakdown](#)

[Earnings History](#)

[Pay Stub](#)


[Deductions History](#)


Select "Direct Deposit Breakdown"

RELEASE: 7.3.1

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View Direct Deposit Information

 If you believe any information in this data is inaccurate, report it by sending an e-mail to:
 For benefit related issues: benefits@oakland.edu
 For pay or job related issues: ou-payroll@lists.oakland.edu

 The following accounts are listed in the order in which your pay will be distributed.

Pay Distribution as of Sep 30, 2008

Bank Name	Routing Number	Account Number	Account Type	Net Pay Distribution
Comerica Bank	072000096	<input type="text"/>	Checking	1,903.55
Compass Bank	113010547	<input type="text"/>	Checking	325.00
Total Net Pay				2,228.55

Proposed Pay Distribution:

Bank Name	Routing Number	Account Number	Account Type	Priority	Amount or Percent	Net Pay Distribution
Compass Bank	113010547	<input type="text"/>	Checking	1	\$ 325.00	325.00
Comerica Bank	072000096	<input type="text"/>	Checking	2	Remaining	1,903.55
Total Net Pay						2,228.55

[Update Direct Deposit Allocation](#)

Select "Update Direct Deposit Allocation"

Select a bank name to change an existing record, or select different priorities and the reorder button to change the order of existing records. Enter the bank routing number and account information to add a direct deposit, then choose Save.

Allocation:

Bank Name	Routing Number	Account Number	Account Type	Priority	Amount or Percent	Status
Credit Union One	272479841	<input type="text"/>	Savings	1	\$500.00	Active
Credit Union One	272479841	<input type="text"/>	Checking	2		
TCF National Bank Michigan	272471548	<input type="text"/>	Checking	3		

Reorder

To add a new record

* - indicates a required field.

Add Allocation:

Bank Routing Number: *

Account Number: *

Account Type:

Remaining Amount:

Amount or Percent:

Save

Insert new banking information, please indicate Bank Routing Number, and Account Number from bank documents (refer to a blank check if you are adding a checking account, or your bank statement if adding a savings account) Indicate whether you are affecting a checking or savings account. Indicate next a flat amount or a percent of net pay to be deposited into that account.

Up to three allocations to different amounts can be created. Please provide all information above for all accounts added. Also select the priority with which these allocations from net pay are to be taken. Depending on how many allocations you create, if the final authorization is to be a direct deposit of the remaining net pay, click the "Remaining Amount" button.

If your allocations in total do not add up to 100% of your net pay either by flat amount or percentage, then a payroll check will be created for the remaining amount.

NOTE: Entering bank information using this option creates a "pre-note," which is a test of routing and account numbers. The first pay cycle of the pre-note will produce an actual paper check. If successful, the change will become a direct deposit on the following pay cycle.

Click on the "Save" button to process the changes

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Y! Search Web Personals Messenger Bookmarks My Yahoo! Yahoo!

Select a bank name to change an existing record, or select different priorities and the reorder button to change the order of existing records. Enter the bank routing number and account information to add a direct deposit, then choose Save.

Allocation:

Bank Name	Routing Number	Account Number	Account Type	Priority	Amount or Percent	Status
Credit Union One	272479841	<input type="text"/>	Savings	1	\$500.00	Active
Credit Union One	272479841	<input type="text"/>	Checking	2	\$200.00	Active
TCF National Bank Michigan	272471548	<input type="text"/>	Checking	3	Remaining	Active

Reorder

To Change a Record
Click on the Bank Name above that you wish to change

* - indicates a required field.

Add Allocation:

Bank Routing Number: *

Account Number: *

Account Type:

Remaining Amount:

Amount or Percent:

Save

NOTE: Entering bank information using this option creates a "pre-note," which is a test of routing and account numbers. The first pay cycle of the pre-note will produce an actual paper check. If successful, the change will become a direct deposit on the following pay cycle.



Address https://sail.oakland.edu:4443/BAN7/bwphkpay.P_ModifyIndivDirectDeposit?routnum=272479841&acctnum=267393&accttype=5&priority=2&doc_type=D&allocationvalue= Go Links

Google Go Bookmarks 9 blocked Check AutoLink AutoFill Send to Settings

Y! Search Web Personals Messenger Bookmarks My Yahoo! Yahoo!



If you believe any information in this data is inaccurate, report it by sending an e-mail to:

For benefit related issues: benefits@oakland.edu

For pay or job related issues: ou-payroll@oakland.edu



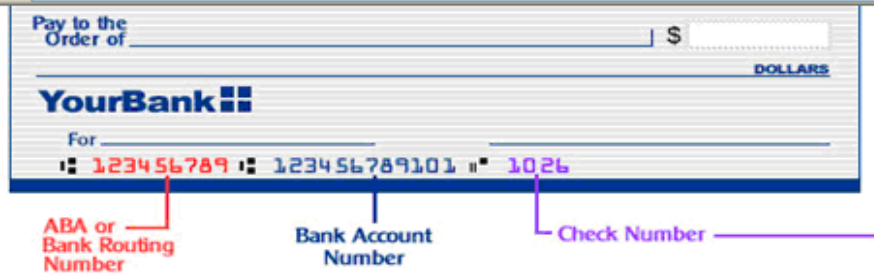
Select Inactivate to stop a direct deposit, select an Account Type to change, or enter a different Amount or Percent, then select Save.

Bank Name:	Credit Union One
Bank Routing Number:	272479841
Account Number:	<input type="text"/>
Inactivate:	<input type="checkbox"/>
Account Type:	Saving <input type="button" value="v"/>
Remaining Amount:	<input type="checkbox"/>
Amount or Percent:	<input type="text" value="500"/> <input type="button" value="v"/>

You can change the Account Type here, Amount or Percent, or you can check the "Inactivate" button to cancel allocation to this account.

Click "Save" when you are done with your changes

[Update Direct Deposit Allocation](#) | [Direct Deposit Allocation](#)



Allocation:

Bank Name	Routing Number	Account Number	Account Type	Priority	Amount or Percent	Status
Compass Bank	113010547	<input type="text"/>	Checking	1	\$325.00	Active
America Bank	072000096	<input type="text"/>	Checking	2	Remaining	Active

Reorder

Review this screen to see if it reflects the change that you want to take place. rearrange the priority of the allocations if it is necessary.

* - indicates a required field.

Add Allocation:

Bank Routing Number: *

Account Number: *

Account Type: ▾

Remaining Amount:

Amount or Percent: ▾

Save