

Quick Registration for Online Access

View up to 3 years of pay statements and tax statements online at your convenience, safely and securely. Additional features are available depending on what's offered by your company.

1 Go to myaccess.adp.com and click **Register Now**.

2 Tell us who you are.

First, we need to verify your identity

First Name Last Name

Date of Birth Social Security Number

Month Day Year

I'm not a robot

Contractors, click here to enter your information.



4 Enter the code from your email.

Almost there!

Hi Kim Yun,

Thank you for requesting a registration code to finish signing up for ADP® Employee Access®.

Here is your personal registration code: **ge4hk9nm**

Note: This personal registration code is valid for 7-day days, you will be prompted to request a new one.

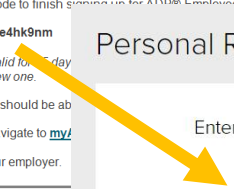
If you're in the middle of registration, you should be able to start the process over? Simply navigate to [my](#).

If you have questions, please contact your employer.

Personal Registration Code

Enter your personal registration code here:

Checked everywhere and still can't find it?



3 Request your Personal Registration Code.

Personal Registration Code

A personal registration code is required to continue.
Click SEND CODE to have your personal registration code sent to the email address below.

k*****g@adp.com

If you do not have access to the email address above, please ask the person responsible for payroll at your company to update your email address. Then, you can begin the registration process again.

Click **Send Code**, and then check your email.



5 Complete your registration.

Create your **user ID** and **password** and choose **security questions**.

Next, complete your registration

Create User ID (at least 8 characters) Email

Create Password Retype password

Security question 1

I have read and agree to the Employee Access terms and conditions

Indicate that you have read and agree to the **terms and conditions**.

