



Pearson

When will I be paid?

Payment timelines for Associate activities, viewing payment details and downloading payslips.

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FAQ

When will I be paid?

The payment date is dependent on the type of activity undertaken. To view when you should expect payment please refer to the [Payment Timeline](#) for activities.

Where can I view a breakdown of my payments?

Breakdown of payment can be viewed within [Gateway](#). Please refer to our guidance on [how to access and view payment details](#).

Where the status is *Paid*, a date will be displayed which indicates when this should appear in your account.

Where can I view my payslip?

Payslips are available to view and download within [ADP Freedom](#), please use Internet Explorer to access ADP Freedom. Once you are securely logged in, select the following:

1. My Money
2. Payroll Information
3. Payslip View

You can then select the payslip you would like to view and select 'Display ePayslip'. You will also be able to download, save or print the payslip. This will include gross, net, tax and pension deductions. The system displays all recent payslips (up to 10 at a time); there is a search function that allows you to add date parameters to the search for older payslips.

Attachments

[Associate Payroll & Pension Guidance](#)

[ADP Freedom: Payroll Registration Guidance](#)

[Bank Details: Adding and updating for payment](#)

[How to view payment details on Gateway](#)

[Payment Timelines for Associate Activities](#)