

Employee Transfer System – Extranet Login Job Aid


When attempting to login to the employee transfer system you will be required to enter four pieces of information. A majority of the information requested can be gathered from a paystub found in the self-service page within PeopleSoft. The self-service portion of PeopleSoft can be found [here](#) and will require your WAMS ID and Password to login.

IMPORTANT: The data entered into the Employee Transfer System login page must match what is found within PeopleSoft or it will not recognize the data as valid and will not allow you to enter the system.

The screen capture below shows the employee transfer system login screen and a portion of an employee pay stub. Reference the red numbering to find the information on the pay stub that is requested by the employee transfer request login screen.


Fig. 1 - Employee Transfer System Login Screen

Employee Transfer Request System

 Please enter the details as from the People Soft.

Last Name: * 1

Wisconsin Employee ID: * 2

Date Of Birth: * / / 

Home Zip Code: * 3

Fig. 2 - PeopleSoft Self-Service Paystub

State of Wisconsin - Central Payroll PO Box 7932 Madison, WI 53707-7932	Pay Group: Pay Begin Date: Pay End Date:
JOHN B SMITH 1 5555 Main St. Apt. 221 Madison, WI 53719 3	Employee ID: 100085310 2 Department: Location: Job Title:

If you have difficulties logging into the system please contact Jim Brown by e-mail at JimR.Brown@dot.wi.gov or by phone at (608) 266-9548.