



How to access your T4 through Employee Self-Service

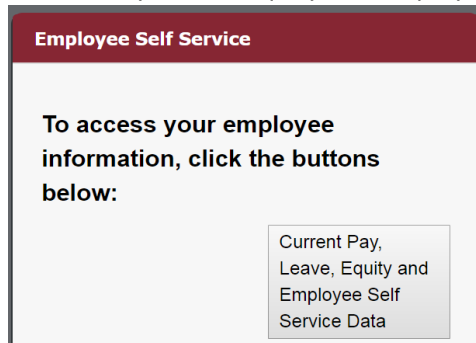
- Go to www.mun.ca and click “Log In”. Select my.mun.ca. Use your MUN login ID or university email along with your password to sign in. If you are unsure about how to log in, please click on “Can’t login?” at the bottom right of the screen for assistance.

- Select the following tabs:

- Employees



- Current Pay, Leave, Equity and Employee Self Service Data



- Employee Services

- ▲ [Personal Information](#)

- ▲ [Student Main Menu](#)
Apply for Admission, Register,

- ▲ [Employee Services](#)

- Tax Forms

- ▲ [Benefits and Deductions](#)
Retirement, health, flexibl

- ▲ [Pay Information](#)
Direct deposit allocation, €

- ▲ [Tax Forms](#)
View T4/T4A tax slips.

- Slips for Income Tax Return

(see over)


How to Access Your T4 Through Employee Self-Service

- Click:
 - T4-Statement of Remuneration Paid to select your T4(s) and/or
 - T4A-Statement of Pension, Retirement, Annuity, and Other Income to select your T4A(s) (for pensions, scholarships and research grants)
- Click on “Printable Version” to open the tax slip so you can print or download it. If nothing happens, you need to turn off your pop-up blocker. If you need assistance with turning off your pop-up blocker, please contact the ITS Service Desk at 864-4595.
- **PLEASE NOTE:** depending on your circumstances, you may have two or even three tax slips!
 - If you see a T4 and a T4A next to “Tax Slips for Year 20xx”, please ensure you retrieve both slips and include them both when preparing your tax return.

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Slips for Income Tax Return (*To access your tax slip, ensure pop ups are not blocked*)

 Please choose the Tax Year for the Tax Slip you wish to view.

Select Year:

Tax Slips For Year 2018: [T4 - Statement of Remuneration Paid](#)
[T4A - Statement of Pension, Retirement, Annuity, and Other Income](#)

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- You may also see a message telling you that you have two T4s. In this case, please click on the drop-down arrow (circled in yellow) to retrieve both slips. Be sure to include both when preparing your tax return.

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T4 Statement of Remuneration Paid (*To access your tax slip, ensure pop ups are not blocked*)

 Please choose the Tax Year, Employer/Institution and Slip Status for the T4 you wish to view.

You have total of 2 T4 slip(s) to be filed with your tax return.

Show all history slips

T4 Slip: 

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