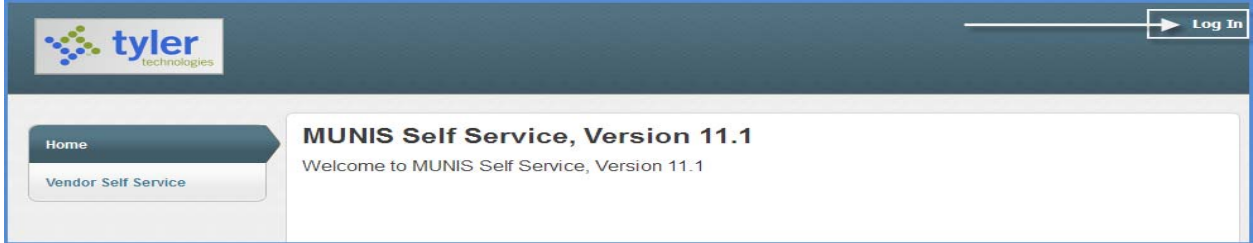


Mission CISD does not print check stubs. You will receive an email from Munis Notifications on your district email for your Direct Deposit Notification. To open the email use the last 4 of your Social Security number. Funds are available till the scheduled pay date.

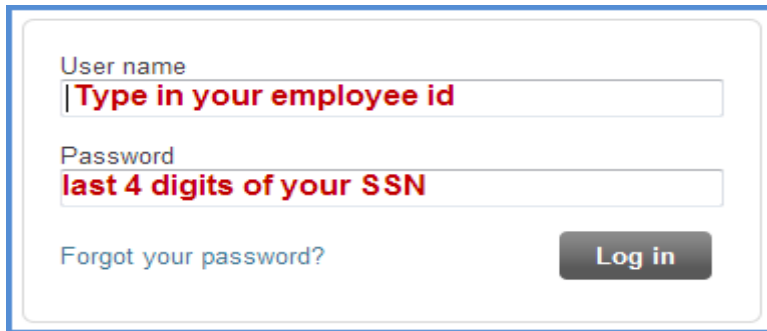
Also available is the Tyler Munis Employee Self Service (ESS) to login type the following URL:
<https://munisservice.mcisd.net/mss/>

Once there, click on the words “Log In” as shown below

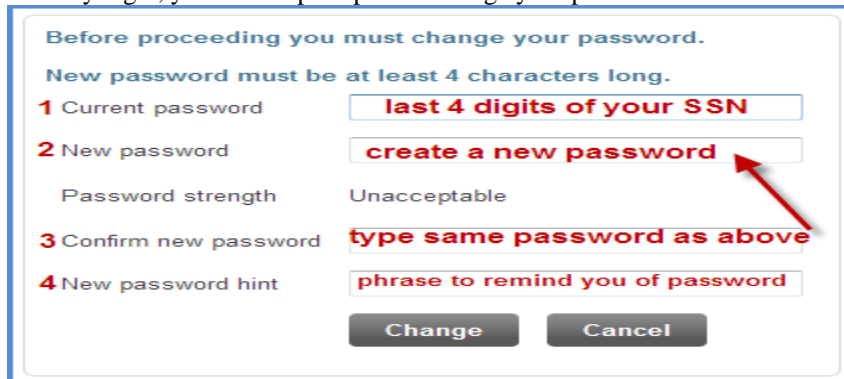


Fill in the details shown below:

Your User name is your Employee ID (no zeros in front) and your Initial Password is the last four digits of your SSN



Once you successfully login, you will be prompted to change your password:



1. Type in the last 4 digits of your SSN
2. Create a new password
3. Type the same password as #2 to confirm
4. Type in a phrase to help you remember your new password

When done, click on “Change”. If there are no errors, you will be presented the following prompt:

