OPT-IN TO RECEIVE YOUR 1095-C ELECTRONICALLY

1. Log into MyPace Portal at portal.pace.edu

2. Select the appropriate device for Duo Multifactor Authentication (MFA), enter the 6-digit passcode from the Duo Mobile app, and click Log in

Pace University has implemented multifactor authentication (MFA) for the MyPace Portal to enhance the security of your account and the safety of your personal information. The new login procedure requires you to entdeyaf(r)-36.81n (o e)-12326[(di)-4.6()]TJ (gi)17.1(i)-4.6 ((y)]TJ 0 Tw 8.109 0 Td (

Pay Information				^
Latest Pay Stub: 06/15/2020	All Pay Stubs	Direct Deposit Information	Deductions History	
Earnings				*
Benefits				× 1
Taxes				*
Job Summary				۷
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6. Select

Taxes		^
Federal Status: Single Status: Active Number of Allowances: 2	M-4 Employee's Withhe bling Allowance Certificate Electronic Regulatory Consent 1095-C Employer Provided Health Insurance Offer and Coverage Statement	W-2 Wage and Tax Statement W-2c Corrected Wage and Tax Statement
Additives New York State Tax Filing Status: Single Status: Active # Exempt: 0 Additional Withholding:		

7. Review the Electronic Regulatory Consent Information, check the box next to and select .

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Personal Information Student Financial Aid Employee	
Electronic Regulatory Consent	
A bla changes were made	

- 8. After selecting , you will see your 1095-C.
- 9. Select the to display

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After selecting "Display," you will see your 1095-C.

10. To print the 1095-C select the



option at the bottom of the page.

For best results, change your page setup to landscape before printing