WEBGATE

To access your personal information including benefits, pay history, W-2, payroll deductions and job summary start by accessing the Wayne County Community College Website.

1) WWW.WCCCD.EDU
2) click on the WEB GATE symbol
3) Enter your WCCCD user ID (i.e. A00123456)
4) Enter 6-digit numerical PIN, which is your birthday (i.e. mmddyy) by default
5) Forgot Pin? Enter USER ID and click the “Forgot Pin?” button
   * If you have difficulty accessing Web Gate please contact Human Resources at 496-2765 for assistance

Once inside Web Gate you will be able to access:

**Personal information/Emergency contact**
Contact information, Emergency contact information, change your pin

**Student & Financial Aid** (for employees who are also attending classes at WCCCD)
Apply for admission, Register, View your academic records and Financial Aid

**Employee**
Time sheets, Leave balances, Benefits, Job Data, Paystubs, W2 and W4 data.