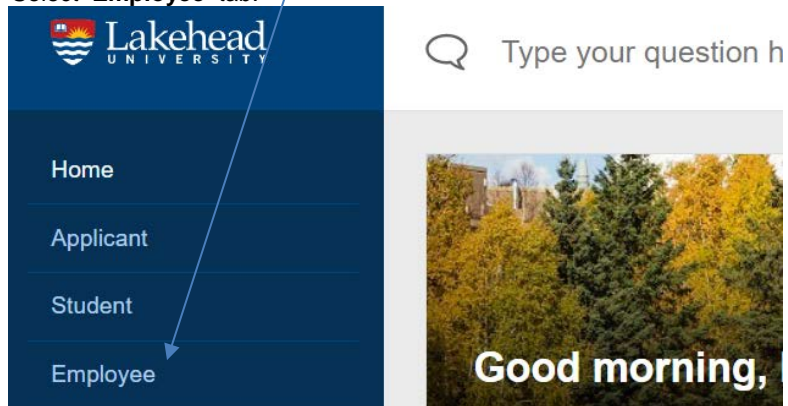
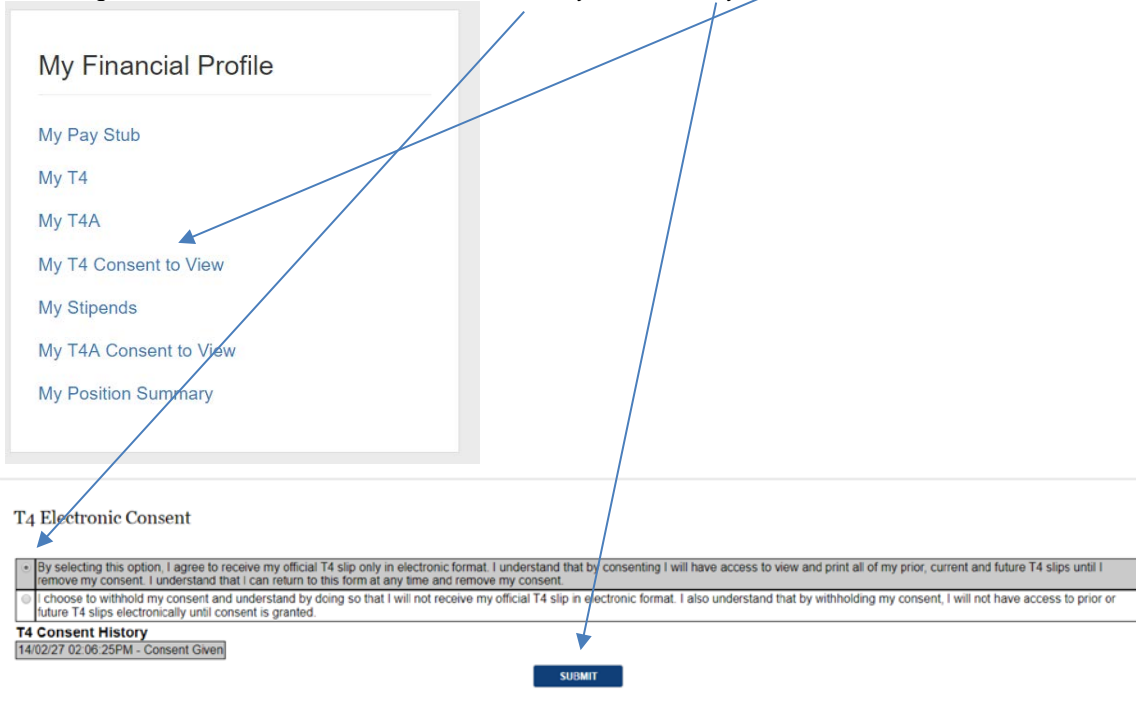


## How to Access your Lakehead University Payroll T4 – Statement of Remuneration slips.

1. Log into myInfo at the following link <https://lud.lakeheadu.ca/>
2. Select 'Employee' tab.



Under 'MY FINANCIAL PROFILE', select 'My T4 Consent to View' and click on the first choice which grants consent. Click 'submit'. This will take you back to myInfo.



My Financial Profile

- My Pay Stub
- My T4
- My T4A
- My T4 Consent to View
- My Stipends
- My T4A Consent to View
- My Position Summary

T4 Electronic Consent

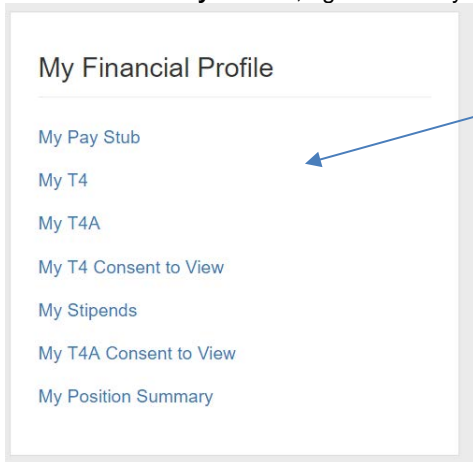
By selecting this option, I agree to receive my official T4 slip only in electronic format. I understand that by consenting I will have access to view and print all of my prior, current and future T4 slips until I remove my consent. I understand that I can return to this form at any time and remove my consent.

I choose to withhold my consent and understand by doing so that I will not receive my official T4 slip in electronic format. I also understand that by withholding my consent, I will not have access to prior or future T4 slips electronically until consent is granted.

**T4 Consent History**  
14/02/27 02:06:25PM - Consent Given

SUBMIT

3. Select the **'My T4'** line, right below my Pay Stub to view your T4 slips.



4. Click on the year you wish to view. This will generate a .pdf file which you may save or print.
5. The T4A for employees is available using the same process as above for T4A.