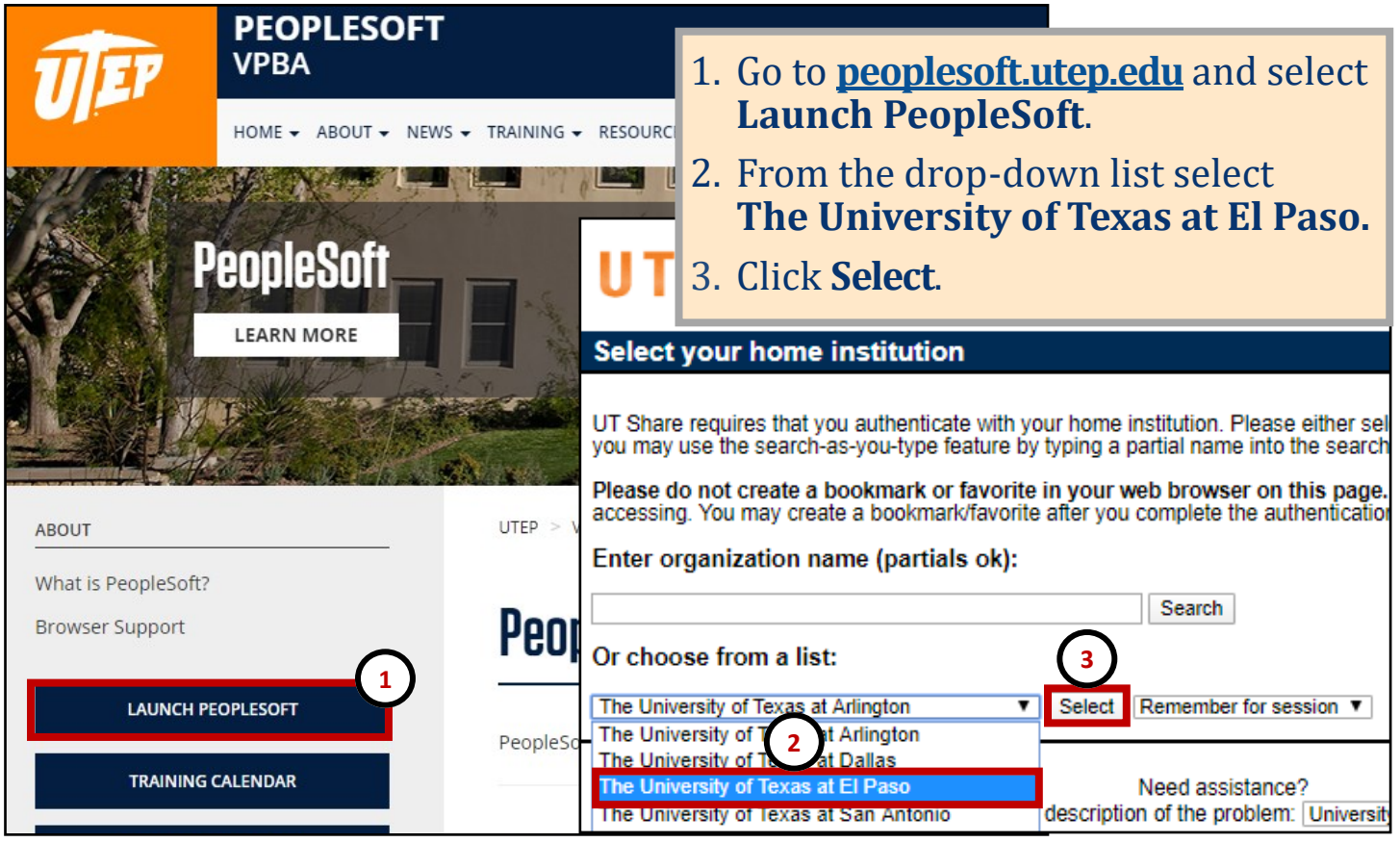
Logging into PeopleSoft



1. Go to **peoplesoft.utep.edu** and select **Launch PeopleSoft**.
2. From the drop-down list select **The University of Texas at El Paso.**
3. Click **Select.**



4. Enter your **UTEP** credentials on the Single Sign On page and select **Login.**
5. You will be requested to complete the Duo Authentication process.
6. Once your credentials are accepted, you will see the **Employee Self Service** home page.

Please Note: After 30 minutes of inactivity, the session will expire and you will be automatically logged off from PeopleSoft.

