

PAYROLL STATUS



Last Name _____ First Name _____ Middle Initial _____

Student/Employee ID# _____ Employment Date _____

Address Street _____

City _____ State _____ Zip Code _____

NEW HIRE

Position Hired For _____ Department _____

Job Class: Salaried (___E, ___Ne) Faculty Part Time Hourly Staff Work-Study
 Other _____

Starting Gross Pay of: \$ _____ Hourly \$ _____ Annually

CHANGE

From _____ To _____
Present Position/Department New Position/Department

Effective Date ____/____/____

From \$ _____ Hourly Gross Pay of: \$ _____ Annually

To \$ _____ Hourly Gross Pay of: \$ _____ Annually

SIGNATURES

Employee _____ Date _____

Payroll _____ Date _____

Department Head _____ Date _____

Human Resources _____ Date _____

Finance/Budget _____ Date _____

FOR DEPARTMENT USE ONLY

