

EXAMPLE OF COMPLETED FORM

SUMMER SEMESTER APPOINTMENTS

SCHOOL OF _____

DEPARTMENT OF _____

DATE _____

ACADEMIC YEAR _____

Signature of Appropriate Dean

							FOR PAYROLL USE ONLY	
NAME	SOCIAL SECURITY NO.	LOAD	AMOUNT FROM SUMMER SALARY ACCOUNT	AMOUNT FROM OTHER ACCOUNTS	GRAND TOTAL FROM ALL ACCOUNTS	REMARKS (IDENTIFY SOURCE OF FUNDS FROM OTHER ACCOUNTS)	First Payment	Second Payment
Jerry Smith	222-22-2222	3/7	\$ 3,775.00	\$ 2,000.00* 2,225.00**	\$ 8,000.00	*Salary to be paid from High School Academy, Account No. _____. **Salary to be paid from Title IV, Account No. _____.		
Frank Green	333-33-3333	-		4,000.00*	4,000.00	*Carl Perkins Grant funding. FY __-__ Funds - \$2,000.00 FU __-__ Funds - \$2,000.00		

APPROVED: _____
VICE PRESIDENT FOR ACADEMIC AFFAIRS

DATE: _____