



Off-Campus Late Pay Transfer to Work-Study Request Academic Year 2008-2009

STUDENT EMPLOYMENT OFFICE

Student Name: _____ Student ID: _____ Date: _____
DO NOT USE STUDENT SOCIAL SECURITY # FOR ID

Department: _____ Phone #: _____ Fax #: _____

Campus Box: _____ Contact Person: _____

Completion of this form does not guarantee that a transfer will occur. Transfer will be contingent upon availability of funds and student eligibility. You will be notified by email whether or not a transfer is completed. Also please put the late pay dollar amount on the pay period the student was to be paid for and not when you submitted the hours as late pay.

Pay Period End Date Total Amount*
This is the amount currently charged to your agency

Fall 2008

8/23/2008	_____
09/06/2008	_____
09/22/2008	_____
10/04/2008	_____
10/18/2008	_____
11/01/2008	_____
11/15/2008	_____
11/29/2008	_____
12/13/2008	_____

Spring 2009

12/27/2008	_____
01/10/2009	_____
01/24/2009	_____
02/07/2009	_____
02/21/2009	_____
03/07/2009	_____
03/21/2009	_____
04/04/2009	_____
04/18/2009	_____
05/02/2009	_____

Reason why student was paid late: _____

Please send a copy of the timesheet with this request

Please fax (303-492-4544), mail (77 UCB) or email (stdemp@Colorado.edu) this form to the Student Employment Office

You must notify the Student Employment Office by 6/12/09 if you want any hourly to work-study transferred for any of the pay periods above to charge in the 2008-2009 Fiscal Year.

Colorado
University of Colorado at Boulder