

### Work-Study Fall 2009 Pay Schedule

**Only Students who have: (1) attended orientation; (2) completed the work-study packet; and (3) returned a signed contract may start work on August 22, 2009.** Students are required to submit a timesheet to the Financial Aid Office on the dates indicated below. Timesheets must be signed by the student and supervisor or designated representative on the placement card. Any timesheet submitted after the scheduled due date will be returned and not be processed for that pay period. Unsigned timesheets will be returned to the supervisor.

Pay Period	Time Sheets Due to Financial Aid Office	Pay Date
August 15-August 28	August 28	September 11, 2009
August 29 – September 11	September 11	September 25, 2009
September 12-September 25	September 25	October 9, 2009
September 26 –October 9	October 9	October 23, 2009
October 10- October 23	October 23	November 6, 2009
October 24 – November 6	November 6	November 20, 2009
November 7 – November 20	November 20	December 4, 2009
November 21 – December 4	December 4	December 18, 2009

REMINDER –Please make sure to report any change of address to the Registrars’ Office and the Payroll Office. Direct Deposit is suggested to ensure timely receipt of funds. You may sign up for Direct Deposit in Room 360, Wilson Hall.