

Faculty/Staff 9 month appointment - paid over 12 months

Payment Schedule Worksheet

Sample

	Estimated Monthly Net Pay	
August & May intallments	\$ 1,233.00	(One-half month's pay)
September - April installments	\$ 2,466.00	(Full month's pay)

	Column (1)	Column (2)	Column (3)	Column (4)	Column (5)
	Estimated Net Pay Amount (Before deduction)	Payroll Deduction Amount	Estimated Net Pay Amount (after deduction) [columns (1) - (2)]	Summer Payout	Summer Payout + Estimated Net Pay Amount (after deduction) [columns (3) + (4)]
July					
August	\$ 1,233	\$ 308	\$ 925		\$ 925
September	\$ 2,466	\$ 617	\$ 1,850		\$ 1,850
October	\$ 2,466	\$ 617	\$ 1,850		\$ 1,850
November	\$ 2,466	\$ 617	\$ 1,850		\$ 1,850
December	\$ 2,466	\$ 617	\$ 1,850		\$ 1,850
January	\$ 2,466	\$ 617	\$ 1,850		\$ 1,850
February	\$ 2,466	\$ 617	\$ 1,850		\$ 1,850
March	\$ 2,466	\$ 617	\$ 1,850		\$ 1,850
April	\$ 2,466	\$ 617	\$ 1,850		\$ 1,850
May	\$ 1,233	\$ 308	\$ 925	\$ 925	\$ 1,850
June				\$ 1,850	\$ 1,850
July				\$ 1,850	\$ 1,850
August				\$ 925	\$ 925
Yearly Total	\$ 22,194	\$ 5,549	\$ 16,646	\$ 5,549	\$ 22,194

Payroll check	Accounts Payable Check
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Authorization

I agree to have NDSU payroll deduct the amounts in column (2) and have the NDSU Payroll Office payout the deductions at the end of the months and in the amounts as indicated in column (4) above. Beginning with the August _____ paycheck.

Signed _____

Date _____