NDSU determines payment treatment

Is NDSU student currently a student employee?

YES

NO

Does student receive compensation from NDSU for services – past, present or future?

YES

NO

Does NDSU exercise control by directing and supervising the activity performed?

YES

NO

Does NDSU determine activity performed based on NDSU needs? Or would NDSU pay another individual to perform these?

YES

NO

Is NDSU the primary beneficiary from the activity?

YES

NO

Is payment for services performed?

YES

NO

Treat as Employee Compensation. Process thru NDSU Payroll Office

Treat as Educationally Related Award. Process thru NDSU Student Financial Services

Treat as ND SU Business Expense. Process thru NDSU Accounting Office

Does student request expense reimbursement?

YES

NO

Is expense reimbursement for the benefit of the student’s education, as opposed to University business?

YES

NO

Treat as NDSU Business Expense. Process thru NDSU Accounting Office

Does student employee request expense reimbursement?