



# Special Payment Authorization

Faculty Staff

Hourly staff

Pay Period Ending Date \_\_\_\_\_

Regular Run

On Demand

Hide Payslip

Administration Staff

Student

Date needed after 3 pm. \_\_\_\_\_

Override Payment Election

EE ID	EMPLOYEE NAME	EARNING CODE	WORKTAGS	POSITION ID	PAY RATE	HOURS*			TOTAL EARNINGS*		
						REG	OT (1.5x)	DT(2x)	REG	OT(1.5x)	DT (2x)
						Column Total					
						TOTAL					

Comment \_\_\_\_\_

Approval \_\_\_\_\_

Date \_\_\_\_\_