

Memorandum

To: All FWS Supervisors and Student Employees

From: Christopher C. Dixon, FWS Coordinator/JLD

Date: 9/24/2008

Re: 2008-2009 FWS Payment Schedule

The pay periods, dates for timesheet submittal to the Financial Aid Office, and payment dates are as follows:

2008-2009 FEDERAL WORK STUDY PAYMENT SCHEDULE

<u>Pay Period</u>	<u>Time Sheets Due</u>	<u>Payment Date</u>
Aug. 14, 2009 – Aug. 20, 2008	Aug. 20, 2008	Sept. 3, 2008
Aug. 21, 2008 – Sept. 20, 2008	Sept. 20, 2008	Oct. 3, 2008
Sept. 21, 2008 - Oct. 20, 2008	Oct. 20, 2008	Nov. 3, 2008
Oct. 21, 2008 – Nov. 20, 2008	Nov. 20, 2008	Dec. 4, 2008
Nov. 21, 2008 – Dec. 20, 2008	Jan. 5, 2009	Jan. 16, 2009
Dec. 21, 2008 – Jan. 20, 2009	Jan. 20, 2009	Feb. 4, 2009
Jan. 21, 2008 – Feb. 20, 2009	Feb. 29, 2009	Mar. 6, 2009
Feb. 21, 2008 – Mar. 20, 2009	Mar. 20, 2009	Apr. 3, 2009
Mar. 21, 2008 – Apr. 20, 2009	Apr. 20, 2009	May 1, 2009

Timesheets are due at the end of the day specified by the above due dates. Campus students only, may pick their checks from Mamie Payne after 10:a.m. on payment dates. All other checks will be mailed to the student employees' home address. *Please allow 3 to 5 days for delivery.*

Timesheets turned in **late** will result in **late payment**.