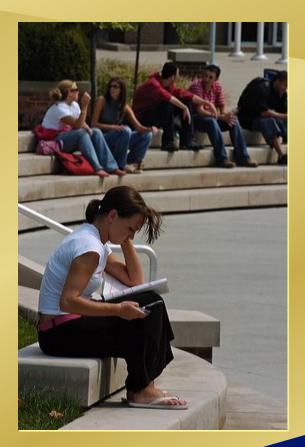
Office of Resource Analysis & Budget

Administrative Services Building, Rm. 160 Phone: 330-972-7160/Fax: 330-972-6317 Mail Zip: +6202

 How student work study pay is presented on your departmental budget and budget transactions report.





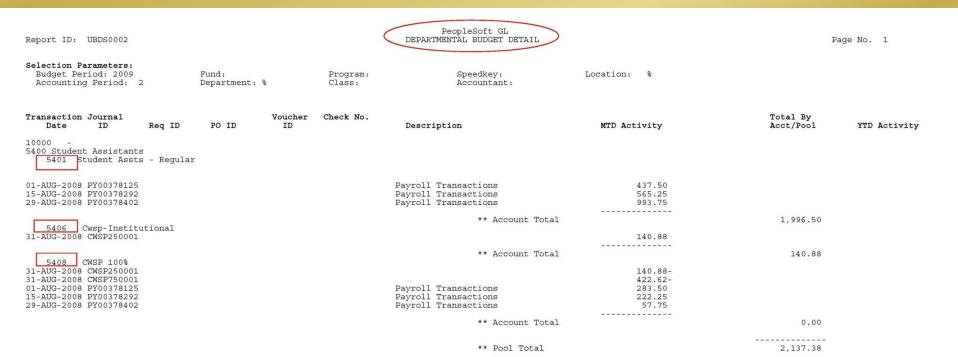
Work Study Students Pay

- To see the name(s) of the person(s) being paid on your speedtype print the UA Payroll Journal detail report.
- Work study students pay is covered 100% if paid on a 2 speedtype. Regardless if the speedtype class is OPER, IDC, CRSFE or any other class. If a work study student is paid on a speedtype beginning with 3 only 75% of their pay is covered. The other 25% will be charged to the department.



How Work Study pay works

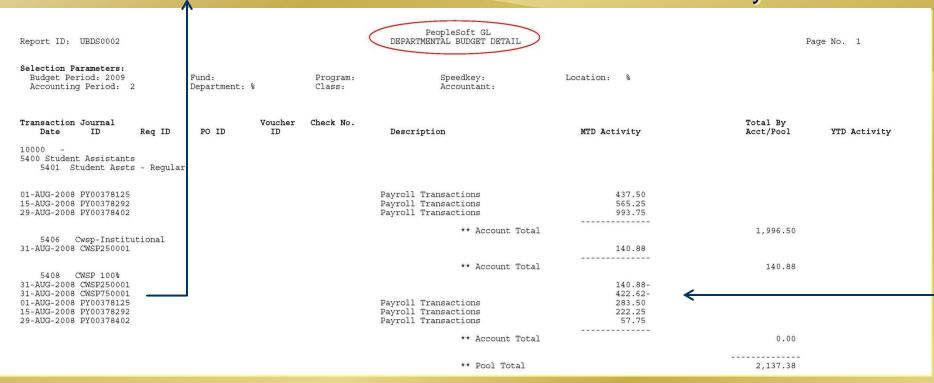
- What to look for to ensure your student is being paid under work study?
 - When reviewing your departmental budget detail report (as shown below) students paid through work study pay appears in account 5408.
 - Regular students pay not under work study, that's charged to the department, is paid under account 5401.



How Work Study pay works

- Work study salary is reimbursed to the department's account in 2 separate transactions. The work study student pay is reimburse 75% from the government and 25% from The University of Akron.
 Reimbursements for work study pay occurs at the end of each month.
- The departmental budget reports (then choose dept. budget detail) shows 75% of the pay reimbursed to the speedtype on the expense side. The 25% is reimbursed on the budget side. This can be seen by printing your budget transactions report.

The departmental budget detail report will show a credit for 75% (\$422.62) ← of the total work study students pay at the end of each month. By looking at the journal id you can tell which credit is being applied. Journal ID CWSP750001 will be the credit for 75% of the students salary.





→ CWSP250001 is 25% of the students salary, which is taken out of account 5408 and put in account 5406. PeopleSoft system automatically reads the total amount in account 5406 and puts that amount back into the department's speedtype on the budget side.

Report ID: UBDS0002		PeopleSoft GL DEPARTMENTAL BUDGET DETAIL		Page No. 1
Selection Parameters: Budget Period: 2009 Accounting Period: 2	Fund: Program: Department: % Class:	Speedkey: Accountant:	Location: %	
Transaction Journal Date ID Req ID	PO ID Voucher Check No.	Description	MTD Activity	Total By Acct/Pool YTD Activity
5400 Student Assistants 5401 Student Assts - Regul	ar			
01-AUG-2008 PY00378125 15-AUG-2008 PY00378292 29-AUG-2008 PY00378402		Payroll Transactions Payroll Transactions Payroll Transactions	437.50 565.25 993.75	
5406 Cwsp-Institutional 31-AUG-2008 CWSP250001		** Account Total	140.88	1,996.50
5408 CWSP 100% 31-AUG-2008 CWSP250001 31-AUG-2008 CWSP750001 01-AUG-2008 PY00378125 15-AUG-2008 PY00378292 29-AUG-2008 PY00378402		** Account Total Payroll Transactions Payroll Transactions Payroll Transactions	140.88- 422.62- 283.50 222.25 57.75	140.88
		** Account Total		0.00
		** Pool Total		2,137.38
Report ID: UBDS0005		PeopleSoft GL BUDGET TRANSACTIONS		Page No. 1
Selection Parameters: From Date: 01-AUG-2008 To Dat Fund: % Accoun Department: % Progra	nt: 5400% Class:	Location: % Reference Nbr: %		
Account Description	Jrnl Date Pos	Budget Budget st Date Journal Amount	Ref No. Description	on
10000- 5400 Student Assistants	31-AUG-2008 05-			Akron CWSP
		*Acct Total: 140.8	58	

Office of Resource Analysis & Budget

If you require further information on Work Study pay please call the budget office at extension 6520.







