



Last Update: 21 May 2012

Payroll Policies

C005 Independent Contractors

Policy last updated September 2005

Purpose:

To provide guidelines to determine whether an individual is an independent contractor or an employee of the University.

[C005 Independent Contractors](#)

C010 Paydays - Payroll Check Distribution

Policy last updated in 2007

Purpose:

To outline the appropriate paydays for all University personnel.

[C010 Paydays - Payroll Check Distribution](#)

C020 Payroll Deductions

Policy last updated 1 November 2006

Purpose:

To clarify the University's position regarding federal, state, court-ordered, and employee requested payroll deductions.

[C020 Payroll Deductions](#)

C030 IRS Levy and Court-Ordered Deductions

Policy last updated in 2007

Purpose:

To inform employees of our intent to comply with court-ordered garnishments, court-ordered support payments and Internal Revenue Service (IRS) tax levies.

[C030 IRS Levy and Court-Ordered Deductions](#)

Human Resources

C035 Withholding Exemptions and Earning

Policy last updated in October 2007

Purpose:

To establish a policy regarding the reporting of employees' income for federal tax purposes.

[**C035 Withholding Exemptions and Earning**](#)

C040 Social Security Number

Policy last updated in October 2007

Purpose:

This policy establishes the University's requirement for valid taxpayer identification numbers from employees.

[**C040 Social Security Number**](#)

C050 Payroll Advances

Policy last updated in October 2007

Purpose:

To establish a policy governing the advance distribution of payroll checks.

[**C050 Payroll Advances**](#)

C055 Default Accounts

Policy last updated in October 2007

Purpose:

This policy delineates the central administration and departmental responsibilities and procedures for clearing payroll default account (s).

[**C055 Default Accounts**](#)