



STIPEND PAYMENT REQUEST FORM
Project Reader

AP OFFICE USE ONLY:
AP TYPE
DATE VOUCHERED:
DATE DUE:
VOUCHER #

SCHOOL FOR PROFESSIONAL STUDIES
Prompt legible submission facilitates prompt payment

PLEASE PRINT OR TYPE ~ Send original forms to: Katie Buckner, Regis University, 7600 E. Orchard Rd. Ste. 100N, Englewood, CO 80111

Course

Year Semester : Fall Spring Summer Academic Period: 8w1 8w2
Course Subject Code Course # Section # Title Semester Hours

Project Reader Information

Payee: SS# Stipend Amount \$ 50.00
Type: 1099 (Independent Contractor) W-4 (Affiliate or Full Faculty)
Home Address Phone#
City State Zip E-mail

Student

Student: Home Phone Regis Employee? Yes No
Address Work Phone
City State Zip E-mail
ID#: Faculty Advisor:

Agreement

Upon submission of this form all parties agree to the terms as outlined herein and/or on the attached documents. Regis University will pay the above stipend after the grade recommendation is submitted to Regis University. The Payee agrees to a contract that is temporary in nature; thus, it carries no fringe benefits and no guarantee of a continuation of any role for the Payee after this particular course, with this particular student, is complete.

Internal Use Only

Authorization to Pay:
Budget Manager: Date:
Budget# (A/P Office use only...)
UG EMP 17240-55111 UG Independent Contractor 17240-64360
GRAD EMP 27240-55111 GRAD Independent Contractor 27240-64360