

SEPA/Payroll - Question and Answer sessions

With the new academic year fast approaching the Payroll Department for main campus and Career Services have teamed up for some question and answer sessions on Student Employment Personnel Action (SEPA) forms and time cards. Our estimates are that close to 1600 SEPAs will be processed for the fall semester beginning in August. We will provide useful information to help eliminate problems with SEPAs as well as other payroll issues.

This is not a training session on Banner.

The sessions will be held in Rocket Hall on the following dates:

Wednesday	July 11, 2007	Room 1558	3:00 p.m. - 5:00 p.m.
Tuesday	July 31, 2007	Room 1546	10:30 a.m. - 12:30 p.m.
Wednesday	Aug. 1, 2007	Room 1549	3:00 p.m. - 5:00 p.m.

If you would like to attend this and are unable to make any of these dates and times please contact either Sheila Anderson x8553 or Lynne Downes x8784.