

Answers to Webex Chat Questions

- 1.) When changing a student's salary, do we have to change any dates?

Response: Yes they do. When entering a new pay rate and giving them a raise they need to note that by telling us as of which pay period. Obviously it cannot be going to a pay period that already has passed but they can increase their pay rate as of a current pay period or future pay period, but they do have to specify that, so the answer is yes they do have to enter a new date.

- 2.) Can we enter a new EPAF, for a current student worker in the new FY? If so, what date should we enter?

Response: Any returning student for the new FY should have a date from the current value, and then 07/01/2018 in the job effective date. If they are not returning to the previous position, or if this is a new returning student but they are starting as of 07/01/2018 then that should be their start date 07/01/2018/in Job begin date and job effective date.