TIMELY PAYMENT OF WAGES NOTIFICATION
DUAL ENROLLMENT

The Louisiana Department of Labor requires employers to inform employees, at the time of hire, what their wage rate will be, how often they will be paid and how payments will be made.

_____
Date of Hire

_____
Employee Name

_____
Employee CWID

Wage Rate:

$ _____
Monthly

$ _____
Annually

The University of Louisiana at Monroe provides its employees with the ease of Direct Deposit for all payroll checks. Employees may request direct deposit of funds to their current savings or checking account or apply for a checking account through Capital One Bank. Employees' pay stubs are available on-line at https://banner.ulm.edu.

9 Month (Dual Enrollment) Pay Schedule - (July 2013 to June 2014)

Semester Period Begins	**Semester Period Ends**	**Checks Disbursed**
August 19, 2013	December 9, 2013	December 6, 2013
August 19, 2013	May 9, 2014	May 9, 2014
January 13, 2014	May 9, 2014	May 9, 2014

_____ _____
Employee Signature Date