

WORK-STUDY AWARD TRACKING SHEET

Fall Work-Study awards begin August 16 and end December 31.

\$9.45/hour

Pay Period	Award	- Gross Pay	= Current Balance ¹		Hours Available	- #Hrs Worked	= Hours Balance ²	Pay Period
8/15-8/31	\$2,000.00			FALL SEMESTER 2008	211 hours			8/15-8/31
9/1-9/15								9/1-9/15
9/16-9/30								9/16-9/30
10/1-10/15								10/1-10/15
10/16-10/31								10/16-10/31
11/1-11/15								11/1-11/15
11/16-11/30								11/16-11/30
12/1-12/15								12/1-12/15
12/16-12/31								12/16-12/31

¹ Current Balance = Award - Gross Pay

(a) Take \$2,000.00 and subtract the Gross Pay (**\$9.45** x #Hrs Worked). Insert that # into the Current Balance box.

(b) Then, take the amount in the Current Balance box and insert that into the Award box of the following pay period.

Example:

Pay Period	Award	- Gross Pay	= Current Balance ¹
8/15-8/31	\$2,000.00	\$9.45 x 11 hrs = \$103.95	\$2,000 - \$103.95= \$1,896.05
9/1-9/15	\$1,896.05		

² Hours Balance = Hours Available - #Hours Worked

(a) Take 211 hours ($\$2,000 / \$9.45 = 211$ hours) and subtract the #Hrs Worked that pay period and insert it into the Hours Balance box.

(b) Then, take the # in the Hours Balance box and insert it into the Hours Available box of the following pay period.

Example:

Hours Available	- #Hrs Worked	= Hours Balance ²	Pay Period
211 hours	11	200	8/15-8/31
200			9/1-9/15



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