## Student Account Payment Form

<table>
<thead>
<tr>
<th>Field</th>
<th>Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student’s Name:</td>
<td>____________________________</td>
</tr>
<tr>
<td>SID#:</td>
<td>____________________________</td>
</tr>
<tr>
<td>Department Name:</td>
<td>____________________________</td>
</tr>
<tr>
<td>Date:</td>
<td>____________________________</td>
</tr>
<tr>
<td>Contact Person:</td>
<td>____________________________</td>
</tr>
<tr>
<td>Phone #:</td>
<td>____________________________</td>
</tr>
</tbody>
</table>

### Citizenship (Check One):
- U.S. Citizen
- International-Visa

* IRS regulations, Scholarship, or Fellowship payments to Foreign Nationals are subject to special reporting and withholding regulations. Contact the financial services department for details.

Will the student be performing any teaching, research, or other services as a condition of this payment?
- Yes
- No

** If the recipient is performing teaching, research, or other services; IRS payroll regulations apply and the payment should be treated as compensation. Please process as a payroll transaction.

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### Purpose of Payment:

- _____________________________________________________________________
- _____________________________________________________________________

### Year: ___________________  Term: ___________________  Amount of Award: $________________

- Detail Code: ___________________ and/or Exemption Code: ___________________

- Department Head Approval: ___________________  Date: _____________

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**OFFICE USE ONLY**

- Financial Aid Approval: ___________________  Date: _____________
- Office of the Bursar Approval: ___________________  Date: _____________

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