



Virginia Polytechnic Institute and State University
Undergraduate Fellowship Payment Record

SU (04/12)

Upon completion and departmental approval this form should be forwarded to the departmental representative who is responsible for entering the payments in Banner.

VT ID # _____

Students's Full Name: _____
Last First MI

Department Number: _____ Banner Fund: _____

Please complete one of the following sections below.

Section 1 - One-time payment

Amount
: _____

Pay date when student should receive
payment: _____

Section 2 - Multi-payments paid throughout summer

Amount
: _____

Pay date when student should receive
payment: _____

Amount
: _____

Pay date when student should receive
payment: _____

Amount
: _____

Pay date when student should receive
payment: _____

Section 3 - Continuous payment throughout summer

Amount per pay
period: _____

Start Date: _____ End Date: _____

Approve the Appointment and Information Provided Above:

Approval Signature

Date