

## EARNINGS CODES

H01 used for non-benefited part-time and adjunct

H04 used for benefited faculty members overload

H05-used for benefited faculty members (summer)

H19 used for department chairs

H28 used for benefited staff overload

H51 used for all employees who receive non-instructional payments, course developments, advising

H64 used for acting/interim assignments

H92 used for cell phone allowance

## FUNDING LETTERS

F – academic (faculty)

P – academic (faculty) overload

G – graduate students

O – students

R – staff

S – staff overload

T – adjunct, advising, temporary (special project)

## EXAMPLES

Faculty member X.X is teaching a class outside their normal load. Code will be H04 (faculty overload) and the letter at the end of the funding will change from F to P.

Staff member Y.Y. is helping out and teaching a class. Code will be H28 (staff overload) and the letter at the end of the funding will change from R to S.