

University of Arizona - College of Education
2025 SUMMER SUPPLEMENTAL COMPENSATION
PAY PERIODS AND HOURS WORKSHEET

If you anticipate working this summer, please complete the following information. The Principal Investigator's signature is required prior to submission.

NAME: _____ PCN: _____

EMPLOYEE ID: _____ PDR #: _____

TITLE: _____ POSITION MODIFY # _____

DESCRIPTION OF WORK/SUMMER RESEARCH: _____ SUPP COMP _____

_____ TRANS ID: _____

Hourly Rate: _____

Pay Period End Date	Entire Pay Period	Max Hours	Actual Hours to Work
6/8/25	05/26 - 06/08/25 (except Memorial Day)*	72	
6/22/25	06/09- 06/22/25 (except Juneteenth)	72	
7/6/25	06/23 - 07/06/25 (except Independence Day)	72	
7/20/25	07/07 - 07/20/25	80	
8/3/25	07/21 - 08/03/25	80	
8/17/25	08/04 - 08/17/25**	80	
		456	0

Total number of summer supplemental compensation hours: _____ 0 _____ out of 456 max hours

*Academic Year 25 ends 5/25/25.

**Academic Year 26 begins 8/18/25.

By signing below, I certify that I will be working summer hours in accordance with the schedule above.

I will notify the Department Office of any circumstances whereby projected work hours change,

and thus deviate from the above original plan.

Summer wages are not authorized for holidays/vacations. All funding must be approved in advance.

Employee signature

Date

Principal Investigator signature

Date

Please remember that if the home department is not the same as the department paying this supp comp, the home department must check with the home department to see if they will approve the supp comp **before any work**. Because of the limits on total GA FTE for the year, home departments have the discretion to disallow GA supp comp for other departments, and home departments can at any time disallow supp comp for appointed personnel. Must be registered for Fall semester (GA Supp comp)

[GAs on supplemental compensation are limited to no more than 35 hours per week total compensation for the summer.](#)

Account

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