



STUDENT EMPLOYMENT PROGRAM

EMPLOYEE SEPARATION SLIP

Last Name, First Name MI	Student Employee Position Title
Employee ID #/Student ID #	Immediate Supervisor

EARNINGS TO DATE	REASON FOR SEPARATION																				
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;"></td> <td style="width: 20%; text-align: center;">\$ Amount</td> <td style="width: 20%; text-align: center;">Ending Date</td> <td style="width: 30%;"></td> </tr> <tr> <td>Earnings as of last payroll period</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="border-bottom: 1px solid black;"></td> </tr> <tr> <td>Earnings since last payroll period</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="border-bottom: 1px solid black;"></td> </tr> <tr> <td>_____ X _____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="border-bottom: 1px solid black;"></td> </tr> <tr> <td># HRS \$15.00</td> <td colspan="2" style="text-align: center;">Last Day Worked</td> <td></td> </tr> </table>		\$ Amount	Ending Date		Earnings as of last payroll period	_____	_____		Earnings since last payroll period	_____	_____		_____ X _____	_____	_____		# HRS \$15.00	Last Day Worked			
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_____ X _____	_____	_____																			
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Supervisor's Signature	Date																				