



## PAYMENT VOUCHER

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**TO:** Vice President for Academic Affairs  
**FROM:**  
**SUBJECT:** Independent Study Faculty Payment Voucher

▪ **PAYMENT UPON COMPLETION**

I certify that \_\_\_\_\_ has maintained satisfactory progress in the independent study course:

\_\_\_\_\_ - \_\_\_\_\_  
Number Title

and that the final grade has been submitted to the Registrar. The final grade is:\_\_\_\_\_.

Date of Contract:\_\_\_\_\_ Date of Completion:\_\_\_\_\_

Number of Semester Hours:\_\_\_\_\_ Number of Credit Hours:\_\_\_\_\_

\*Amount of Salary: \$\_\_\_\_\_ Signature:\_\_\_\_\_

Last 4 Digits of SSN:\_\_\_\_\_

\*The above amount will be added to your payroll check in the next complete pay period.

▪ **APPROVED FOR PAYMENT**

\_\_\_\_\_  
Vice President for Academic Affairs

\_\_\_\_\_  
Date