## Electronic Additional Pay Form Information

**Appendix** **A – Wage Types**

1280 – Miscellaneous – Used for any payment reason not referenced in any of the other wage types within this appendix.

1282 – Misc-Special Agreement -Used for payment required by a Special Agreement, facilitated by the Office of Employee Relation.

1283 – Misc-Signing Bonus – Used for paying signing bonuses according to offer letter requirements.

1284 – Retention/External Market – Used for retaining an employee or compensating due to market conditions in similarly related work.

1285 – Internal Equity - Used for paying an employee due to pay inequities between their position and similar positions within the University.

1286 – Acting/Interim Pay –Used for work performed by an APA employee to completely cover work of a position which is either vacant or where the incumbent is on leave. The work must be performed for 15 days minimum within a pay period to use this wage type.

1330 – Merit – Used to recognize meritorious performance by an employee.

1405 – Special Project Pay –Used for work performed by an employee in addition to their regular assignment, either in their primary department or another department. It is used by salaried employees, or those who are CTU and 100% employed.

1490 – Faculty Overload – Used to pay full-time faculty, academic staff, and executive managers for overload assignments.

1495 – Faculty Overload-UNTF – Used to pay full-time faculty, academic staff, and executive managers for overload assignments.

1575 – Internet Conn. Allow – Used for paying department approved internet connectivity allowances.

1580 – Cell Phone Allowance – Used for paying department approved cell phone allowances.

Award Wage Types -Each department specific award or university award will have its own wage type in the selection drop-down of wage types. Department-specific award wage types will only show for an employee eligible to receive the award and for only those employees employed in that department. University award wage types will only show for eligible employee types and may only be initiated by certain departments. [See Appendix B.](#AppendixB)

**Ap****pendix B – Department and University Award Wage Types**University Awards

|  |  |
| --- | --- |
| **Wage Type** | **Award Description** |
| 1201 | Jack Breslin Staff Award |
| 1202 | CTU Recognition Award |
| 1203 | Excel. In Diversity Award |
| 1204 | Ruth Jameyson Award |

Department Specific Awards

|  |  |
| --- | --- |
| **Wage Type** | **Award Description** |
| 1206 | CAL Excep. Serv. Award |
| 1207 | CAL J. VandenBergh Award |
| 1208 | CAL Rising Star Award |
| 1209 | SPA/OSP/CGA Staff Recog. |
| 1211 | SPA/OSP/CGA Qual. First  |
| 1212 | CANR James E. Bath Award |
| 1213 | CANR Outst. Staff & Team |
| 1214 | EliBroad Lewis Qual.Award |
| 1215 | EliBroad Hospitality Awar |
| 1216 | EliBroad Month.Staff Awar |
| 1217 | EGR Gloria Stragier Award |
| 1218 | CHM TSMM Spec. Recog. Awa |
| 1219 | CNS Disting. Staff Award |
| 1221 | CNS Award of Excellence |
| 1222 | CNS N&D Hack Distin.Staff |
| 1223 | CNS BMB Excep.Staff Award |
| 1224 | CON C.Barthel Spirit Awar |
| 1225 | COM Outst. Prog. Admin. |
| 1226 | PHD Merit Pool Award |
| 1227 | Sociology Emp. Excel. Awa |
| 1228 | DCPAH Excep.Cust.Ser. Awa |
| 1229 | CVM Krehbiel Dist. Staff |
| 1231 | CVM Ani.Sci.Staff Excel. |
| 1232 | CVM R.Miller PhiZeta Res. |
| 1233 | DCPAH Prof. Devel. Award |
| 1234 | CGA Unit Res.Adm. Spotlig |
| 1235 | IPF Golden Apple Award |
| 1236 | IPF Spartan Apple Award |
| 1237 | IPF Green Apple Award |
| 1238 | UPL Team Outst.Perf. Awar |
| 1239 | UPL Ind. Outst.Perf. Awar |
| 1241 | SLE Monthly Recog. Award |
| 1242 | SLE Annual Recog. Award |
| 1243 | MS Office Suite Training |