

## STUDENT PAYMENT VOUCHER ATTACHMENT

This form must be attached to every voucher payable to a student as a Stipend, Trainee/Research Fellowship, or Prize/Award. Check the appropriate box and provide additional information/documentation as required. See Payments to Students Flowchart for additional assistance.

Note: This form is not required for reimbursements paid to students who have incurred University Expenses.

- PRIZE/AWARD (Account 88600)** – A payment for recognition or achievement.

Provide the name or brief description of the Prize/Award:

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- STIPEND (Accounts 88170-8817x, 88100, 83925, 83930, 84210, 84518, 84580-84589)** – A living allowance to help defray living and other costs. Stipends primarily benefit students to further their education. In no instance is a stipend a payment involving services as it relates to work. An estimated budget or list of expenses must be attached to the voucher.

- TRAINEE/RESEARCH FELLOWSHIP (Account 88400)  
DETERMINATION**

I attest that ALL of the following requirements have been met to pay a Fellowship via AP (check all that apply).

- Student is paid to study.
- Student benefits from the work.
- Student is conducting independent research.
- Student directs the course of study.
- Student maintains patents or copyrights with respect to the work.
- Student is able to determine the subject matter of the research work.

***If any of the above statements are not true, a Fellowship must be paid via Payroll.***

Submitted by: \_\_\_\_\_

Employee Name

\_\_\_\_\_

Date