



# UNIVERSITY OF CENTRAL OKLAHOMA

**Policy ID:** ADM-FSV-1 Minor Revision3

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**Title:** Employee Payment Policy

**Description:** All payments made to employees of the University of Central Oklahoma will be made through the UCO Payroll Department.

**Category:** Financial Services

**Applies to:** staff, faculty, student

**Contact:** [Financial Services](#)

[Payroll](#)

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**Purpose:** To ensure that taxable payments are properly reported to the IRS.

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**Policy Statement:** All payments made to employees of the University of Central Oklahoma will be made through the UCO Payroll Department.

Exceptions are limited to the following:

1. Approved reimbursement expenses.
2. Scholarships and stipends as strictly defined by OSF Procedures Manual 7/01 - Chapter 100 and 74 O.S. § 4111. et Seq.

Scholarships and stipends for students are restricted to payments for educational purposes and must be approved through Student Financial Services.

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**Glossary of Terms:** Stipend - for purposes of this policy is restricted to an "incentive" compensation where a service is not provided.

Scholarship - funds awarded for educational purposes.

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**Legal Citation:** Oklahoma State Finance Procedures Manual - OSF Procedures Manual 7/01 - Chapter 100

link at: <http://www.ok.gov/OSF/documents/100.pdf>

Oklahoma Statute - 74 O.S. § 4111. et Seq. (Chapter 61)

link at: <http://www.oscn.net/applications/oscn/Index.asp?ftdb=STOKST74&level=1>

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## Campus Links:

**FAQs:**

**Formerly known as:**

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