



Student Payroll End Date

Must be submitted at least 2 weeks prior to defense date with the Announcement of Defense Form.

Student Name: _____ Student ID #: _____

Degree: _____ Program: _____

Defense Date: _____ End Date for Salary: _____

Please note the following:

- *The student cannot be paid beyond the last day of the semester in which they are enrolled. Refer to the Academic Calendar for the exact semester end date: <https://registrar.miami.edu/dates-and-deadlines/academic-calendars/index.html>*
- *It is the responsibility of the faculty advisor to alert the Graduate Studies Office and the Office of Research Administration about changes to the end date.*
- *If a special check is required, the fee (\$100) will be charged to the advisors FPF account.*

Advisor Name: _____

Advisor Signature: _____ Date: _____

cc: **RSMAS Business Office**
Office of Research Administration
Student File

GSO Date
Stamp Here