COMPENSATORY/OVERTIME REQUEST FORM (NON-EXEMPT EMPLOYEES ONLY)

Imployees may accrue a maximum of 240 to always be requested until an employee has inance department. The University and sup tease outs. Some departments have accep-	accrued 240 hours. Who ervisors have the author	are funds are available, exceptions may rity to control the use and payout of con-	be authorized by the Elusiness and apensatory time.
hame (consult your supervisor for details).	The second second second second second	The same of the sa	
Name of Employee		Employee Number	
Date Departmen	•		300.945575.53
Approximate Number of Hours in Exces	s of 40/Week Approv	ed to Work	
Call Back Hours	x 1.5 -	x hourly rate	- Cost \$
) Overtime Pay Hours	x 1.5 -	x hourly rate	- Cost 6
) Compensatory Time Hours			
Straight Time (excluding working	on a holiday)	hours x hourly rate	- Cost S
) Funds have been secured from a	non ASU source		
Date(s) From To		Include Holiday? () Yes () N	io .
Account Number to be Charged (Requir		Estimati	ed Cost \$
Name of Event		() ASU Event () Non ASU Ev	ent
Justification for Overtime/Compensator	y Timo		
rateora sa un super assara di fun alterna di accessiona di della come di della della come di della della come d La			
	A CO	PROVAL	
Immediate Supervisor		Di Di	ala
Cost Center Manager/Dept. Head		D. D.	aho
Area Vice President		D	ate
Business and Finance			alo
Section II - Verification of Act			

compensatory time with prior approval of the immediate sugervisor, area vice president and the vice president for Susiness and Finance or their designees.

Authority Non-Academic Staff Handbook, Section 2.1. ((a): No sugervisor is authorized to germit a non-example employee to earn overtime?

Number of Compensatory/Overtime Hours Worked

Immediate Supervisor's Signature

Sample Form For Exempt Overtime

Hongru Du

Sample Form For Exempt Overtime:

The book delves into Sample Form For Exempt Overtime. Sample Form For Exempt Overtime is an essential topic that needs to be grasped by everyone, from students and scholars to the general public. The book will furnish comprehensive and indepth insights into Sample Form For Exempt Overtime, encompassing both the fundamentals and more intricate discussions.

- 1. This book is structured into several chapters, namely:
 - Chapter 1: Introduction to Sample Form For Exempt Overtime
 - Chapter 2: Essential Elements of Sample Form For Exempt Overtime
 - Chapter 3: Sample Form For Exempt Overtime in Everyday Life
 - Chapter 4: Sample Form For Exempt Overtime in Specific Contexts
 - Chapter 5: Conclusion
- 2. In chapter 1, the author will provide an overview of Sample Form For Exempt Overtime. The first chapter will explore what Sample Form For Exempt Overtime is, why Sample Form For Exempt Overtime is vital, and how to effectively learn about Sample Form For Exempt Overtime.
- 3. In chapter 2, this book will delve into the foundational concepts of Sample Form For Exempt Overtime. The second chapter will elucidate the essential principles that need to be understood to grasp Sample Form For Exempt Overtime in its entirety.
- 4. In chapter 3, this book will examine the practical applications of Sample Form For Exempt Overtime in daily life. The third chapter will showcase real-world examples of how Sample Form For Exempt Overtime can be effectively utilized in everyday scenarios.
- 5. In chapter 4, the author will scrutinize the relevance of Sample Form For Exempt Overtime in specific contexts. This chapter will explore how Sample Form For Exempt Overtime is applied in specialized fields, such as education, business, and technology.
- 6. In chapter 5, this book will draw a conclusion about Sample Form For Exempt Overtime. This chapter will summarize the key points that have been discussed throughout the book.
 - This book is crafted in an easy-to-understand language and is complemented by engaging illustrations. This book is highly recommended for anyone seeking to gain a comprehensive understanding of Sample Form For Exempt Overtime.

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