

**VILLANOVA UNIVERSITY
SUMMER RESEARCH COMPENSATION REQUEST FORM**

See [Faculty Summer Salary Guidance](#) on the OG&C website for more information. Forms submitted after the 10th will be processed the following month. Per VU policy, PI /Co-PI signature is required if the Faculty Requestor is not the PI/Co-PI.

EMPLOYEE NAME:

EMPLOYEE ID:

POSITION ID:

EARNINGS:

ACADEMIC BASE SALARY:

FACTOR:

PER PAY PERIOD:

Request

ACTION TYPE:

REASON FOR UPDATE/CORRECTION:

Proposed Summer Effort

Pay Period (Month)	%	\$	Index	Account
June				

Pay Period (Month)	%	\$	Index	Account
July				

Pay Period (Month)	%	\$	Index	Account
August				

Faculty Requestor (if not PI/Co-PI)

PI/Co-PI

PI/Co-PI