

DIRECT STUDENT FINANCIAL SUPPORT PAYMENTS CERTIFICATION

This form is for direct financial support payments (scholarships and fellowship payments coded to object/subobject code 7700, which at times are sometimes referred to as stipends and expense reimbursements) paid through the Payables and Reimbursements Department and not through the Financial Aid system to students regularly enrolled at ASU.

For payment to be made in this matter, no services (including research related services) can be provided by and/or required of the student. For assistance in determining what constitutes services for compensation, see guidelines provided by ASU Financial Services at <http://www.asu.edu/fs/TaxDept/chart/Guideintro.html>. If any services are required to either ASU or another organization, e.g., an internship, the payments must be made through the Payroll Department as employee compensation, unless the service clearly qualifies as student independent contractor services. The very limited number of such student independent contractor services must then follow the regular independent contractor process, including completion of the Human Resources Consultant/Independent Contractor Determination Checklist and coding of the payment to 7310 39. If the student is not in a degree program, the payment is not a student financial support payment, but instead must be paid as employee compensation or independent contractor services.

At ASU, direct financial support payments are sometimes referred to as stipends which, per *Webster's Dictionary*, are sometimes defined as wages. At ASU, stipends are defined as a sum of money periodically paid and can be either employee (or independent contractor) compensation or a financial support (scholarship or fellowship) payment depending upon the specific circumstances. Only financial support types of payments, sometimes also referred to as stipends not requiring any services, may be paid through the use of this certification form.

Student's Name _____

Student's ID number _____

Payment Amount _____ PV or PO Number: _____

Department _____

Is the student a US Citizen, resident alien, or permanent resident? Yes No

CERTIFICATION (to be completed by an authorized departmental representative)

This payment is for student financial support to a degree seeking student where no services (including research related services) to either ASU or another organization are provided by or required of the student ⁽¹⁾:

Departmental Representative's Name _____

Signed _____

Dated _____

⁽¹⁾ A non-employee student financial support payment for a student to do research solely for his/her thesis needed for his/her degree where the research is not for the research of a faculty member or needed for a research project does not constitute research services being required of the student and, therefore, can be paid as a student non-employee financial support payment.