

Human Capital Management: Job Aid

Valid Compensation Frequency and Compensation Rate Codes by Paygroup

For each paygroup, the values you select for compensation frequency and compensation rate must be compatible with the type of employee (hourly or salaried) and that employee's pay cycle (bi-weekly or monthly).

The following table lists valid combinations of these values.

Paygroup	Description	Employee Type H (Hourly) or S (Salaried)	Compensation Frequency	Compensation Rate Code
Bi-Weekly Pay Cycle				
STU	Student Workers	H	H	BASEH
		S	BWS	BASEW
TMP	Temporary	H	H	BASEH
STP	Student Stipends	S	BWS	BASEW
FRI	Faculty Recreation Instructors	H	H	BASEH
STG	Student Faculty	H	H	BASEH
Monthly Pay Cycle				
CLX	Classified Exempt	S	M	BASEM
		H	H	BASEH
COT	Classified OT Eligible	S	M	BASEM
		H	H	BASEH
F12	12-Month Faculty	S	M	BASEM
		H	H	BASEH
FOT	Other Faculty	S	M	BASEM
		H	H	BASEH
MON	Faculty Contracts	S	C	BASEC
RES	Residents	S	M	BASEM
SPD	Stipends	S	M	BASEM
STM	Student Faculty	S	M	BASEM
			C	BASEC
UOT	University Staff OT Eligible	S	M	BASEM
		H	H	BASEH
USN	University Staff Exempt, Not Leave Eligible	S	M	BASEM
		H	H	BASEH
		H	D	BASED
USX	University Staff Exempt	S	M	BASEM
		H	H	BASEH
		H	D	BASED

Boulder Campus: Occasionally you may need to use other rate codes not listed here. If you believe a different code is needed, contact Campus HR.

Anschutz Campus: Occasionally you may need to enter Compensation Rate Code BASSUP, for Employee Type S and Compensation Frequency M. If you are not sure of what to enter, contact Campus HR.