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Payroll Expense Transfer Labs coming to campuses in May [1]

April 19, 2019 by Employee Services [2]

Payroll Expense Transfer (PET) labs are coming to all campuses May 2-30. Learn more about them below, then register for a session.

About the labs

During these interactive structured labs, regular users will learn best practices for creating a Payroll Expense Transfer [3] (PET). PETs are used to correct the SpeedType of a funding source after payroll has already posted.

Attendees will view the approval workflow of a PET, understand when and why PETs are needed, and review how they affect grants. Ask experts questions to understand how to move funds within your department.

Register for a session

Learn how to register through Skillsoft with our step-by-step guide [4].

CU Colorado Springs	**When:** Thursday, May 2, 10 a.m. - 12 p.m. **Where:** LIBRARY-EPC 239
CU Denver	**When:** Thursday, May 23, 1-3 p.m. **Where:** 1475 Lawrence Street, BUS-2501 Classroom
CU Anschutz	**Where:** Thursday, May 23, 9-11 a.m. **Where:** ED 2 North: P28-CTL-2201AB Lab **When:** Friday, May 24, 9-11 a.m. **Where:** ED 2 North: P28-CTL-2201AB Lab

CU Boulder	**When:** Wednesday, May 29, 9-11 a.m. **Where:** Marine Street Science Center (MSSC) W179 Lab **When:** Wednesday, May 29, 1-3 p.m. **Where:** Marine Street Science Center (MSSC) W179 Lab **When:** Thursday, May 30, 9-11 a.m. **Where:** Marine Street Science Center (MSSC) W179 Lab

Register today [5]

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