

## **Remember to pay out Earnings Not Paid for 9-pay-12 terminations this May** <sup>[1]</sup>

March 26, 2019 by [Employee Services](#) <sup>[2]</sup>

The end of the semester is quickly approaching and professors on a 9-pay-12 contract, who will terminate in May, should have their Earnings Not Paid (ENP) paid out in their May paycheck.

To do this, insert a termination row in the Job Data with a termination date of **June 1, 2019** prior to May payroll.

For more contract tips, tricks and information, [visit the Contract Pay section of the HCM Community website](#) <sup>[3]</sup>.

[Contract pay](#) <sup>[4]</sup>, [ENP](#) <sup>[5]</sup>

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