

SHINE MENTOR PAYMENT SCHEDULE

- You can update your payment elections in Workday to receive direct deposit if you have not already.
- You will not need to submit your hours for SHINE. We will do that on your behalf.
- You are payment schedule is the University's Biweekly Payroll Schedule.

SHINE Human Resources Payroll Hiring Dates:	Start Date	Thursday, June 8, 2023
	End Date	Wednesday, August 3, 2023

Total SHINE Payment:		
Explanation	# of SHINE Student(s) per mentor	Total Gross Pay for SHINE
PhD Student Mentoring 2 SHINE students	2	\$ 4,400.00
PhD Student Mentoring 1.5 SHINE Student	1.5	\$ 3,300.00
PhD Student Mentoring 1 SHINE student	1	\$ 2,200.00
2 PhD Students Mentoring 1 SHINE student <i>In other words, one SHINE Student has two mentors in a lab. In this case, each Ph.D. student will receive \$1,100 in total.</i>	0.5	\$ 1,100.00

Payment by Biweekly Pay Period:						
SHINE Pay Period	Work Week	Payday	2 SHINE Students Bi-weekly Gross Pay	1.5 SHINE Student Bi-weekly Gross Pay	1 SHINE Student Bi-weekly Gross Pay	1 SHINE Student, 2 Mentors Bi-weekly Gross Pay
Pay Period 1 (BW 13)	6/8/23-6/21/23	6/28/2023	\$ 1,100.00	\$ 825.00	\$ 550.00	\$ 275.00
Pay Period 2 (BW 14)	6/22/23-7/5/23	7/12/2023	\$ 1,100.00	\$ 825.00	\$ 550.00	\$ 275.00
Pay Period 3 (BW 15)	7/6/23-7/19/23	7/26/2023	\$ 1,100.00	\$ 825.00	\$ 550.00	\$ 275.00
Pay Period 4 (BW 16)	7/20/23-8/3/23	8/9/2023	\$ 1,100.00	\$ 825.00	\$ 550.00	\$ 275.00

* Please note that this amount is gross pay. The payment amount directly deposited in the employee's bank (on your check) may differ depending on the individual's tax and any other withholding they selected when hired at USC.

* Postdocs are on a monthly payroll calendar; their payroll schedule will look different, but their gross pay will be the same (pay depends on the # of SHINE students you are mentoring).