

H. Council Trenholm State Community College

POLICY NAME:	Overpayment Policy
EFFECTIVE:	
REVISED:	September 9, 2014
APPROVED BY POLICY COMMITTEE:	Yes
APPROVED BY PRESIDENT'S CABINET:	September 17, 2014

OVERPAYMENTS:

“Should an overpayment occur, repayment is due immediately to the College regardless of the origin of the error and/or the dollar amount.”
In the event an overpayment is discovered after an employee has exited the College, the overpayment will be deducted from the employee’s final payroll check. “