
From: BusinessAffairs Advisory Forum <BAAF-L@LISTSERV.UGA.EDU> on behalf of Amy Andrews <aandrews@UGA.EDU>
Sent: Tuesday, December 06, 2011 2:21 PM
To: BAAF-L@LISTSERV.UGA.EDU
Subject: Employee Versus Independent Contractor Training

Hello, BAAF members:

The Controller's Division will conduct training on whether an individual providing services should be paid as an employee (payroll) or as an independent contractor (honorarium). Their staff will discuss the guidelines, present common examples of situations that arise, and answer any questions that you may have regarding these payments.

Anyone who is responsible for processing payments to individuals for services is encouraged to attend (business managers, departmental administrators, etc.). Initially this class will be offered twice: once on Wednesday, December 14 and again on Thursday, December 15 from 1:30-3:30 pm in Room C of the Human Resources Training and Development Center.

Please register at no cost online with Training and Development using the self-service website located at <https://employee.uga.edu/FacStaff/index.jsp>. It is anticipated that the class will be offered again after the holidays, depending on the interest level.

Thank you,

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