PY.20 – Process Final Pay

**Employee**
- Notification of Ending Employee Relationship
  - Non-Exempt?
    - Yes: Enter all remaining hours through end Effective Date
    - No: End Assignment or Employee Relationship (HR.13)
  - No: Receive final paycheck or advice

**BU HCM Specialist**
- End Assignment or Employee Relationship (HR.13)

**Central Payroll Super User**
- Gross earnings calculated on next payroll
- If applicable, enter Additional Pay or Adjustments to reflect payout balances
- Paycheck or Advice Sent or Made Available to Employee
- Paycheck or Advice Created
- Add Elements to Final paycheck for Outstanding General Deductions
- Add Elements to Final Paycheck for Outstanding Benefit Deductions or Refunds
- Process regular on-cycle payroll for final pay
- Configure and Enable Validations (PY.04)
- Update Last Standard Process Date on Payroll Relationship to end of next month

**Retroactive Termination?**
- Yes: Paycheck or Advice Sent or Made Available to Employee
- No: Paycheck Created
- Paycheck or Advice Created
- Add Elements to Final paycheck for Outstanding General Deductions
- Add Elements to Final Paycheck for Outstanding Benefit Deductions or Refunds
- Process regular on-cycle payroll for final pay

**Notification of Ending Employee Relationship**
- Non-Exempt?
  - Yes: Enter all remaining hours through end Effective Date
  - No: End Assignment or Employee Relationship (HR.13)

**End Assignment or Employee Relationship (HR.13)**
- Notification of Ending Employee Relationship
  - Non-Exempt?
    - Yes: Enter all remaining hours through end Effective Date
    - No: End Assignment or Employee Relationship (HR.13)
  - No: Receive final paycheck or advice

**End**