



nelnet® New Hire Sheet

Name
Test N Test

Start Date
02/08/2016

Job Title

Processing Defaults and Warnings

Marital Code not configured. Set to "Single" to continue processing.

CHECKLIST:

Additional Entry Items	Pre-Payroll Validate	Payroll Validate
<input type="checkbox"/> Job/Position Start Date	<input type="checkbox"/> Personal Information	<input type="checkbox"/> Company
<input type="checkbox"/> Domain	<input type="checkbox"/> Contacts	<input type="checkbox"/> Cost Center
<input type="checkbox"/> Direct Deposit	<input type="checkbox"/> Education	<input type="checkbox"/> Number of Hours
<input type="checkbox"/> Second Language Fringe	<input type="checkbox"/> HR, Payroll, Benefits Status	<input type="checkbox"/> Pay Rate
<input type="checkbox"/> Update ED Fringe Payout Benefit Plan if Cash Elected	<input type="checkbox"/> Employment Information esp. Job/Position Start Date	<input type="checkbox"/> Direct Deposit Information
<input type="checkbox"/> Floating Holiday Hours	<input type="checkbox"/> Payroll Information	<input type="checkbox"/> Fringes
<input type="checkbox"/> Update Email Address Must be done before hire date	<input type="checkbox"/> Pay Rates	<input type="checkbox"/> Sign On Bonus
<input type="checkbox"/> Add Sign On Bonus	<input type="checkbox"/> Direct Deposit	<input type="checkbox"/>
<input type="checkbox"/> Local Taxes (As Needed)	<input type="checkbox"/> Taxes	<input type="checkbox"/>
<input type="checkbox"/> Update ACA Status Date	<input type="checkbox"/> Taxable Fringes	<input type="checkbox"/>
	<input type="checkbox"/> Benefits Information	<input type="checkbox"/>